

CITY OF ARCADIA

Arcadia Planning Commission Regular Meeting Agenda



Tuesday, March 22, 2016, 7:00 p.m.

Location: City Council Chamber, 240 W. Huntington Dr., Arcadia

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from Planning Services at 626-574-5423. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL:

Ching Chiao, Chairman
Zi Lin, Vice Chairman
Kenneth Chan, Commission Member
Deborah Lewis, Commission Member
Brad Thompson, Commission Member

SUPPLEMENTAL INFORMATION FROM STAFF REGARDING AGENDA ITEMS

PUBLIC COMMENTS (5 minute time limit per person)

Each speaker is limited to five (5) minutes per person, unless waived by the Planning Commission. Under the Brown Act, the Members are prohibited from discussing or taking action on any items not listed on the posted agenda. The matter will be referred to staff for an appropriate response, or will be placed on the agenda of a future meeting.

PUBLIC HEARINGS

All interested persons are invited to appear at a public hearing and to provide evidence or testimony concerning any of the proposed items set forth below for consideration. Separate and apart from the applicant (who may speak longer in the discretion of the Commission) speakers shall be limited to five (5) minutes per person. The applicant may additionally submit rebuttal comments, at the discretion of the Commission.

You are hereby advised that should you desire to legally challenge in court any action taken by the Planning Commission regarding any Public Hearing item, you may be limited to raising only those issues and objections you or someone else raised at the public hearing or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing.

1. Resolution No. 1960 – Approving Conditional Use Permit No. CUP 16-01 with a Categorical Exemption under the California Environmental Quality Act (CEQA) to allow the selling of beer and wine at an existing 36 square-foot guest market in the lobby of the hotel (dba: Springhill Suites) at 99 North Second Avenue.

Applicant: Lodging Concessions, LLC

Recommended Action: Adopt Resolution No. 1960

There is a five working day appeal period after the adoption of the Resolution. If adopted, appeals are to be filed by 5:30 p.m. on Tuesday, March 29, 2016.

Any writings or documents provided to a majority of the Planning Commission regarding any item on this agenda will be made available for public inspection in the City's Planning Services Office located at 240 W. Huntington Drive, Arcadia, California, during normal business hours.

2. Resolution No. 1952 – Approving Conditional Use Permit No. CUP 15-03, Architectural Design Review No. ADR 15-06, and a Wireless Regulation Waiver No. W 15-01 with a Categorical Exemption under the California Environmental Quality Act (CEQA) for a new wireless communication facility with a 53'-0" tall monopole antenna structure camouflaged as a Eucalyptus tree and a 200 square-foot, 8'-0" tall equipment enclosure at an R-1 Zoned property at 1881 S. First Avenue, the Church of the Transfiguration – This item was continued from the January 12, 2016 meeting.

Applicant: Verizon Wireless

Recommended Action: Adopt Resolution No. 1952

There is a five working day appeal period after the adoption of the Resolution. If adopted, appeals are to be filed by 5:30 p.m. on Tuesday, March 29, 2016.

3. Homeowners' Association Appeal No. HOA 15-04 with a Categorical Exemption under the California Environmental Quality Act (CEQA) for an appeal of the Rancho Santa Anita Residents' Association Architectural Review Board's approval of the design for a proposed 4,977 square-foot, two-story, traditional-style, single-family residence with an attached two-car garage at 407 Oxford Drive - This appeal was continued from the January 12, 2016 meeting.

Appellants: John and Demie Kiragis, and Robert and Kris McNamara

Applicant: Michael Fox

Recommended Action: Deny appeal and uphold ARB approval

There is a five working day appeal period after the approval/denial of the appeal. Appeals are to be filed by 5:30 p.m. on Tuesday, March 29, 2016.

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless members of the Commission, staff, or the public request that specific items be removed from the Consent Calendar for separate discussion and action.

4. Minutes of the February 23, 2016, Regular Meeting of the Planning Commission.

Recommended Action: Approve

MATTERS FROM CITY COUNCIL LIAISON

MATTERS FROM PLANNING COMMISSIONERS

MATTERS FROM MODIFICATION COMMITTEE

MATTERS FROM STAFF INCLUDING UPCOMING AGENDA ITEMS

ADJOURNMENT

The Planning Commission will adjourn this meeting to Tuesday, April 12, 2016, at 7:00 p.m., in the Community Room of the Arcadia Police Department at 250 W. Huntington Dr., Arcadia.

Welcome to the Arcadia Planning Commission Meeting!

The Planning Commission encourages public participation, and invites you to share your views on City business.

MEETINGS: Regular Meetings of the Planning Commission are held on the second and fourth Tuesdays of each month at 7:00 p.m. in the City Council Chambers. A full Planning Commission agenda packet with all backup information is available at City Hall, the Arcadia Library, and on the City's website at www.ArcadiaCA.gov. Copies of individual Agenda Reports are available via email upon request (Planning@ArcadiaCA.gov). Documents distributed to a majority of the Planning Commission after the posting of this agenda will be available for review at the Planning Services Office in City Hall, 240 W. Huntington Drive, Arcadia, California.

CITIZEN PARTICIPATION: Your participation is welcomed and invited at all Planning Commission meetings. Time is reserved at each regular meeting for those in the audience who wish to address the Planning Commission. The City requests that persons addressing the Planning Commission refrain from making personal, slanderous, profane, or disruptive remarks. Where possible, please submit a **Speaker Card** prior to your comments, or simply come to the podium when the Chairman asks for those who wish to speak, and state your name and address for the record. Please provide a copy of any written materials used in your address to the Planning Commission as well as a copy of any printed materials you wish to be distributed to the Planning Commission.

MATTERS NOT ON THE AGENDA should be presented during the time designated as "PUBLIC COMMENTS." In general, each speaker will be given five (5) minutes to address the Planning Commission; however, the Chairman, at his/her discretion, may shorten the speaking time limit to allow all speakers time to address the City Council. **By State law, the Planning Commission may not discuss or vote on items not on the agenda. The matter will automatically be referred to staff for appropriate action or response, or will be placed on the agenda of a future meeting.**

MATTERS ON THE AGENDA should be addressed when the Planning Commission considers that item. Please indicate the Agenda Item Numbers(s) on the **Speaker Card**. Your name will be called at the appropriate time and you may proceed with your presentation within the five (5) minute time frame. The Chairman, at his/her discretion, may shorten the speaking time limit to allow all speakers to address the Planning Commission.

PUBLIC HEARINGS AND APPEALS are items scheduled for which public input is either required or desired. Separate and apart from an applicant or appellant (who may speak longer at the discretion of the Planning Commission), speakers shall be limited to five (5) minutes per person. The Chairman, at his/her discretion, may shorten the speaking time limit to allow all speakers to address the Planning Commission. The applicant or appellant may also be afforded an additional opportunity to submit rebuttal comments.

AGENDA ITEMS: The Agenda contains the regular order of business of the Planning Commission. Items on the Agenda have generally been reviewed and investigated by the City Staff in advance of the meeting so that the Planning Commission can be fully informed about a matter before making its decision.

CONSENT CALENDAR: Items listed on the Consent Calendar are considered to be routine by the Planning Commission and may be acted upon by one motion. There will be no separate discussion on these items unless a member of the Planning Commission, Staff, or the public so requests. In this event, the item will be removed from the Consent Calendar and considered and acted on separately.

DECORUM: While members of the public are free to level criticism of City policies and the action(s) or proposed action(s) of the Planning Commission or its members, members of the public may not engage in behavior that is disruptive to the orderly conduct of the proceedings, including, but not limited to, conduct that prevents other members of the audience from being heard when it is their opportunity to speak, or which prevents members of the audience from hearing or seeing the proceedings. Members of the public may not threaten any person with physical harm or act in a manner that may reasonably be interpreted as an imminent threat of physical harm. All persons attending the meeting are expected to adhere to the City's policy barring harassment based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, sexual orientation, or age. The Chief of Police, or such member or members of the Police Department, may serve as the Sergeant-at-Arms of the Planning Commission meeting. The Sergeant-at-Arms shall carry out all orders and instructions given by the presiding official for the purpose of maintaining order and decorum at the meeting. Any person who violates the order and decorum of the meeting may be placed under arrest and such person may be prosecuted under the provisions of Penal Code Section 403 or applicable Arcadia Municipal Code section.

Any writings or documents provided to a majority of the Planning Commission regarding any item on this agenda will be made available for public inspection in the City's Planning Services Office located at 240 W. Huntington Drive, Arcadia, California, during normal business hours.



STAFF REPORT

Development Services Department

DATE: March 22, 2016

TO: Honorable Chairman and Planning Commission

FROM: Jim Kasama, Community Development Administrator
By: Thomas Li, Associate Planner

SUBJECT: RESOLUTION NO. 1960 – APPROVING CONDITIONAL USE PERMIT NO. CUP 16-01 WITH A CATEGORICAL EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) TO ALLOW THE SELLING OF BEER AND WINE AT AN EXISTING 36 SQUARE-FOOT GUEST MARKET IN THE LOBBY OF THE HOTEL (DBA: SPRINGHILL SUITES) AT 99 NORTH SECOND AVENUE
Recommendation: Adopt Resolution No. 1960

SUMMARY

The applicant is requesting approval of Conditional Use Permit Application No. CUP 16-01 to allow the sale of beer and wine at an existing 36 square-foot guest market in the lobby of the Springhill Suites Hotel at 99 North Second Avenue. It is recommended that the Planning Commission approve CUP 16-01 and adopt Resolution No. 1960 (Attachment No. 1) that incorporates the requisite findings for a Categorical Exemption and approval of a Conditional Use Permit, and the conditions of approval as listed in this staff report.

BACKGROUND

The subject hotel is located at 99 North Second Avenue, which is zoned DMU, Downtown Mixed-Use. It has 84 guest rooms, and was constructed concurrently with the adjacent 125-room Hilton Garden Inn Hotel in 1999. There are 251 on-site parking spaces for both hotels – refer to Attachment No. 2 for an Aerial Photo with Zoning Information, and photos of the subject property and surrounding properties. The Hilton Garden Inn hotel has a bar, a restaurant, and a guest market, with a Type 47 full liquor license from the California Department of Alcoholic Beverage Control (ABC). The subject hotel does not have a bar or restaurant, but complimentary breakfasts are provided to its guests. They do not have a license to sell or serve alcoholic beverages.

PROPOSAL

The applicant is requesting approval to sell beer and wine at an existing 36 square-foot guest market in the lobby of the hotel for off-site consumption (i.e., out of the guest market) – see Attachment No. 3 for the site plan and proposed floor plan. The guest market is adjacent to the front desk, where all transactions take place. The market is open to its guests at all times selling sundries, magazines, books, snacks, beverages, and other convenience items. To comply with the State Law that prohibits the sale of alcoholic beverages between the hours of 2:00 a.m. and 6:00 a.m., hotel staff will place the alcoholic beverages in a locked refrigerator so that guests will not have access. The hotel will train the front desk employees on the proper procedures for selling alcoholic beverages.

As a security measure, the hotel currently locks its doors daily between 9:00 p.m. to 6:00 a.m., limiting access to hotel guests with their room keys; all others are screened by hotel employees before they are granted access during those times. Surveillance cameras are installed throughout the hotel.

A Conditional Use Permit (CUP) is required for any business selling alcoholic beverages for off-site consumption in the Downtown Mixed-Use (DMU) Zone per Arcadia Municipal Code Section 9267.10. The City must also make a finding of Public Convenience or Necessity under Sections 23958 and 23958.4 of the California Business and Professions Code.

ANALYSIS

The sale and service of alcoholic beverages is common in hotels. Staff visited the surrounding hotels and found most of them to provide alcoholic beverages. The two nearest hotels, Hilton Garden Inn and Embassy Suites, each have a bar and a restaurant selling and serving alcoholic beverages including liquor.

The CUP application has been reviewed by the Arcadia Police Department, and they have no objections to the sale of beer and wine at this hotel. The applicant is also subject to licensing by the California Department of Alcoholic Beverage Control (ABC), and the health codes administered by the Los Angeles County Health Department. ABC has verified that most of the surrounding hotels have a current ABC license to sell and serve alcoholic beverages. Allowing the sale of beer and wine will add to the ability of this hotel to compete with the surrounding hotels, and will not result in an adverse impact to the neighboring businesses or properties. The following Conditions of Approval are recommended:

1. The sale of alcoholic beverages shall be limited to beer and wine.
2. The use approved by CUP 16-01 is limited to the addition of beer and wine sales at the guest market in the lobby of the hotel and shall be operated and maintained in a

manner that is consistent with the proposal and plans submitted and approved for CUP 16-01, and shall be subject to periodic inspections, after which the provisions of this Conditional Use Permit may be adjusted after due notice to address any adverse impacts to the adjacent streets, rights-of-way, and/or the neighboring businesses and properties.

3. Noncompliance with the plans, provisions and conditions of approval for CUP 16-01 shall be grounds for immediate suspension or revocation of any approvals, which could result in the hotel not being allowed to sell beer or wine.
4. The applicant shall defend, indemnify, and hold harmless the City of Arcadia and its officials, officers, employees, and agents from and against any claim, action, or proceeding against the City of Arcadia, its officials, officers, employees or agents to attack, set aside, void, or annul any approval or conditional approval of the City of Arcadia concerning this project and/or land use decision, including but not limited to any approval or conditional approval of the City Council, Planning Commission, or City Staff, which action is brought within the time period provided for in Government Code Section 66499.37 or other provision of law applicable to this project or decision. The City shall promptly notify the applicant of any claim, action, or proceeding concerning the project and/or land use decision and the City shall cooperate fully in the defense of the matter. The City reserves the right, at its own option, to choose its own attorney to represent the City, its officials, officers, employees, and agents in the defense of the matter.
5. Approval of CUP 16-01 shall not be of effect unless on or before 30 calendar days after Planning Commission adoption of the Resolution, the property owner and applicant have executed and filed with the Community Development Administrator or designee an Acceptance Form available from the Development Services Department to indicate awareness and acceptance of these conditions of approval.

FINDINGS

Section 9275.1.2 of the Arcadia Municipal Code requires that for a Conditional Use Permit to be granted, it must be found that all of the following prerequisite conditions can be satisfied:

1. That the granting of such Conditional Use Permit will not be detrimental to the public health or welfare or injurious to the property or improvements in such zone or vicinity.

Facts to Support the Finding: As a commercial use, the proposed sale of beer and wine in an existing hotel is consistent with the Zoning and Land Use Designation of the site. The proposed use is required to be in compliance with applicable Health Department regulations, and with the Department of Alcoholic Beverage Control, and will not adversely impact public health or welfare, and will

not be injurious to the property or improvements of the site or those within the vicinity.

2. That the use applied for at the location indicated is properly one for which a Conditional Use Permit is authorized.

Facts to Support the Finding: In the DMU Zone, a Conditional Use Permit is authorized for any use selling alcoholic beverages per Section 9267.10 of the Arcadia Municipal Code. The Arcadia Police Department reviewed the application and did not have any concerns with the sale of beer and wine at this location.

3. That the site for the proposed use is adequate in size and shape to accommodate said use, and all yards, spaces, walls, fences, parking, loading, landscaping, and other features required to adjust said use with the land and uses in the neighborhood.

Facts to Support the Finding: The existing hotel will accommodate the proposed use. The sale of beer and wine for off-site consumption will not result in any impacts or require any adjustments to the site. The site is adequate in size and shape to accommodate the sale of beer and wine for off-site consumption at the hotel, and no adjustments of the use or site are necessary.

4. That the site abuts streets and highways adequate in width and pavement type to carry the kind of traffic generated by the proposed use.

Facts to Support the Finding: The site is located along North Second Avenue, which is a secondary travel corridor that is adequate in width and pavement type to carry the traffic generated by the existing hotel, and the proposed sale of beer and wine in an existing guest market will not have significant traffic impacts.

5. That the granting of such Conditional Use Permit will not adversely affect the comprehensive General Plan.

Facts to Support the Finding: A hotel with the sale of beer and wine for off-site consumption is a commercial use consistent with the Downtown Mixed-Use General Plan Land Use Designation of the site. The activities that will take place at the hotel are consistent with the allowable uses described in the General Plan.

Sections 23958 and 23958.4 of the Business and Professions Code requires that the local governing body determine that public convenience or necessity would be served by the issuance of a license to sell alcoholic beverages at the premises where undue concentrations exists.

Facts to Support the Finding: Allowing the sale of beer and wine for off-site consumption will serve a “public convenience and necessity” and is in accordance

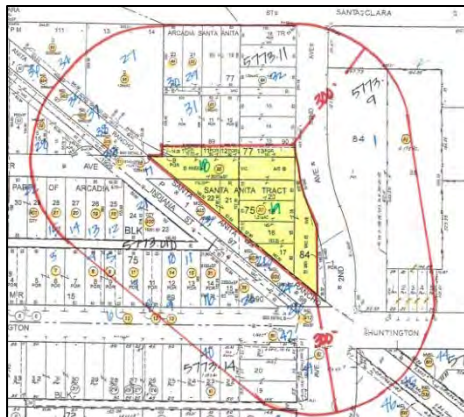
with the City's policies to ensure the vitality of established businesses and preserve the City's economic base. It will improve the ability of this hotel to compete with other nearby hotels and will not result in an adverse impact to the neighboring businesses or properties or create a public nuisance.

Based on the foregoing, it is recommended that the Planning Commission approve Conditional Use Permit No. CUP 16-01, subject to the aforementioned Conditions of Approval.

ENVIRONMENTAL ANALYSIS

If it is determined that no significant physical alterations to the site are necessary, then this project qualifies as a Class 1 Categorical Exemption per the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines for the use of an existing facility. See Attachment No. 4 for the Preliminary Exemption Assessment.

PUBLIC NOTICE



Public hearing notices for CUP 16-01 were mailed on March 11, 2016, to the property owners, tenants, and occupants of those properties that are within 300 feet of the hotel site. Because staff considers the proposed project exempt from the requirements of the California Environmental Quality Act (CEQA) the public hearing notice was not published in a local newspaper. As of March 17, 2016, no comments were received in response to the public hearing notices.

RECOMMENDATION

It is recommended that the Planning Commission approve Conditional Use Permit No. CUP 16-01 to allow the sale of beer and wine at an existing 36 square-foot guest market in the lobby of the hotel (dba: Springhill Suites) at 99 North Second Avenue, subject to the Conditions of Approval listed in this staff report.

PLANNING COMMISSION ACTION

Approval

If the Planning Commission intends to approve this proposal, the Commission should approve a motion to approve Conditional Use Permit No. CUP 16-01 stating that the proposal satisfies the requisite findings, and adopt the attached Resolution No. 1960 that incorporates the requisite environmental and Conditional Use Permit findings and

the conditions of approval as presented in this staff report, or as modified by the Commission.

Denial

If the Planning Commission intends to deny this proposal, the Commission should approve a motion to deny Conditional Use Permit Application No. CUP 16-01, stating the finding(s) that the proposal does not satisfy, with reasons based on the record, and direct staff to prepare a resolution for adoption at the next meeting that incorporates the Commission's decision and specific findings.

If any Planning Commissioner, or other interested party has any questions or comments regarding this matter prior to the March 22, 2016 hearing, please contact Associate Planner, Thomas Li at (626) 574-5447, or TLi@ArcadiaCA.gov.

Approved:



Jim Kasama
Community Development Administrator

- Attachment No. 1: Resolution No. 1960
- Attachment No. 2: Aerial Photo with Zoning Information & Photos of the Subject Property and Surrounding Properties
- Attachment No. 3: Site Plan and Floor Plan
- Attachment No. 4: Preliminary Exemption Assessment

Attachment No. 1

Resolution No. 1960

RESOLUTION NO. 1960

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARCADIA, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT NO. CUP 16-01 WITH A CATEGORICAL EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) TO ALLOW THE SELLING OF BEER AND WINE AT AN EXISTING 36 SQUARE-FOOT GUEST MARKET IN THE LOBBY OF THE HOTEL (DBA: SPRINGHILL SUITES) AT 99 NORTH SECOND AVENUE

WHEREAS, on January 19, 2016, an application was filed by Steve Rawlings for a Conditional Use Permit to allow the sale of beer and wine at an existing 36 square-foot guest market in the lobby of the hotel (dba: Springhill Suites) at 99 North Second Avenue, Development Services Department Case No. CUP 16-01 (this application is hereafter referred to as the "Project"); and

WHEREAS, on February 4, 2016, Planning Services completed an environmental assessment for the Project in accordance with the California Environmental Quality Act (CEQA), and recommended that the Planning Commission determine the Project is exempt under CEQA per Section 15301 of the CEQA Guidelines because the Project is an existing hotel facility; and

WHEREAS, on March 22, 2016, a duly noticed public hearing was held before the Planning Commission on said Project, at which time all interested persons were given full opportunity to be heard and to present evidence.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF ARCADIA HEREBY RESOLVES AS FOLLOWS:

SECTION 1. That the factual data submitted by the Community Development Division in the staff report dated March 22, 2016, are true and correct.

SECTION 2. This Commission finds, based upon the entire record:

1. That the granting of such Conditional Use Permit will not be detrimental to the public health or welfare or injurious to the property or improvements in such zone or vicinity.

FACT: As a commercial use, the proposed sale of beer and wine for off-site consumption in an existing hotel is consistent with the Zoning and Land Use Designation of the site. The proposed use is required to be in compliance with applicable Health Department regulations, and with the Department of Alcoholic Beverage Control, and will not adversely impact public health or welfare, and will not be injurious to the property or improvements of the site or those within the vicinity.

2. That the use applied for at the location indicated is properly one for which a Conditional Use Permit is authorized.

FACT: In the DMU Zone, a Conditional Use Permit is authorized for any use selling alcoholic beverages per Section 9267.10 of the Arcadia Municipal Code. The Arcadia Police Department reviewed the application and did not have any concerns with the sale of beer and wine at this location.

3. That the site for the proposed use is adequate in size and shape to accommodate said use, and all yards, spaces, walls, fences, parking, loading, landscaping, and other features required to adjust said use with the land and uses in the neighborhood.

FACT: The existing hotel will accommodate the proposed use. The sale of beer and wine will not result in any impacts or require any adjustments to the site. As such, the site is adequate in size and shape to accommodate the sale of beer and wine at the hotel, and no adjustments of the use or site are necessary.

4. That the site abuts streets and highways adequate in width and pavement type to carry the kind of traffic generated by the proposed use.

FACT: The site is located along North Second Avenue, which is a secondary travel corridor that is adequate in width and pavement type to carry the traffic generated by the existing hotel, and the proposed sale of beer and wine in an existing guest market will not have significant traffic impacts.

5. That the granting of such Conditional Use Permit will not adversely affect the comprehensive General Plan.

FACT: A hotel with the sale of beer and wine is a commercial use consistent with the Downtown Mixed-Use General Plan Land Use Designation of the site. The activities that will take place at the hotel are consistent with the allowable uses described in the General Plan.

6. That a public convenience or necessity would be served by the issuance of a license to sell alcoholic beverages at the premises where undue concentrations exists.

FACT: Allowing the sale of beer and wine for off-site consumption will serve a "public convenience and necessity" and is in accordance with the City's policies to ensure the vitality of established businesses and preserve the City's economic base. It will add to the ability of this hotel to compete with other nearby hotels and will not result in an adverse impact to the neighboring businesses or properties or create a public nuisance.

SECTION 3. For the foregoing reasons the Planning Commission determines that the Project is Categorically Exempt per Section 15301 of the CEQA Guidelines, and approves Conditional Use Permit No. CUP 16-01 to allow the sale of beer and wine at an

existing 36 square-foot guest market in the lobby of the hotel (dba: Springhill Suites) at 99 North Second Avenue, subject to the conditions of approval attached hereto.

SECTION 4. The Secretary shall certify to the adoption of this Resolution.

Passed, approved and adopted this 22nd day of March, 2016.

Chairman, Planning Commission

ATTEST:

Secretary

APPROVED AS TO FORM:

Stephen P. Deitsch
Stephen P. Deitsch
City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) §:
CITY OF ARCADIA)

I, Jim Kasama, Secretary of the Planning Commission of the City of Arcadia, hereby certify that the foregoing Resolution No. 1960 was passed and adopted by the Planning Commission of the City of Arcadia, signed by the Vice Chairperson and attested to by the Secretary at a regular meeting of said Planning Commission held on the 22nd day of March, 2016, and that said Resolution was adopted by the following vote, to wit:

AYES:

NOES:

ABSENT:

Secretary of the Planning Commission

RESOLUTION NO. 1960
Conditions of Approval

1. The sale of alcoholic beverages shall be limited to beer and wine.
2. The use approved by CUP 16-01 is limited to the addition of beer and wine sales at the guest market in the lobby of the hotel and shall be operated and maintained in a manner that is consistent with the proposal and plans submitted and approved for CUP 16-01, and shall be subject to periodic inspections, after which the provisions of this Conditional Use Permit may be adjusted after due notice to address any adverse impacts to the adjacent streets, rights-of-way, and/or the neighboring businesses and properties.
3. Noncompliance with the plans, provisions and conditions of approval for CUP 16-01 shall be grounds for immediate suspension or revocation of any approvals, which could result in the closing of the hotel.
4. The applicant shall defend, indemnify, and hold harmless the City of Arcadia and its officials, officers, employees, and agents from and against any claim, action, or proceeding against the City of Arcadia, its officials, officers, employees or agents to attack, set aside, void, or annul any approval or conditional approval of the City of Arcadia concerning this project and/or land use decision, including but not limited to any approval or conditional approval of the City Council, Planning Commission, or City Staff, which action is brought within the time period provided for in Government Code Section 66499.37 or other provision of law applicable to this project or decision. The City shall promptly notify the applicant of any claim, action, or proceeding concerning the project and/or land use decision and the City shall cooperate fully in the defense of the matter. The City reserves the right, at its own option, to choose its own attorney to represent the City, its officials, officers, employees, and agents in the defense of the matter.
5. Approval of CUP 16-01 shall not be of effect unless on or before 30 calendar days after Planning Commission adoption of the Resolution, the property owner and applicant have executed and filed with the Community Development Administrator or designee an Acceptance Form available from the Development Services Department to indicate awareness and acceptance of these conditions of approval.

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Attachment No. 2

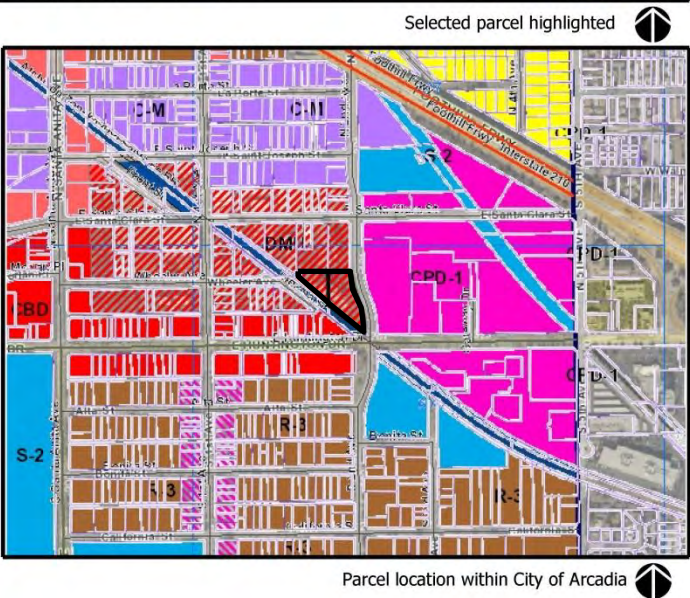
Aerial Photo with Zoning Information &
Photos of the Subject Property and
Surrounding Properties

Site Address: **99 N 2ND AVE**

Property Owner(s): **APPLE SIX HOSPITALITY INC**



Property Characteristics	
Zoning:	DMU
General Plan:	DMU
Lot Area (sq ft):	79,318
Main Structure / Unit (sq. ft.):	48,004
Year Built:	1999
Number of Units:	0
Overlays	
Parking Overlay:	n/a
Downtown Overlay:	n/a
Special Height Overlay:	H-8
Architectural Design Overlay:	n/a



Attachment No. 3

Site Plan and Floor Plan

Site Plan - SpringHill Suites

99 N. 2nd Avenue, Arcadia, CA

Applicant

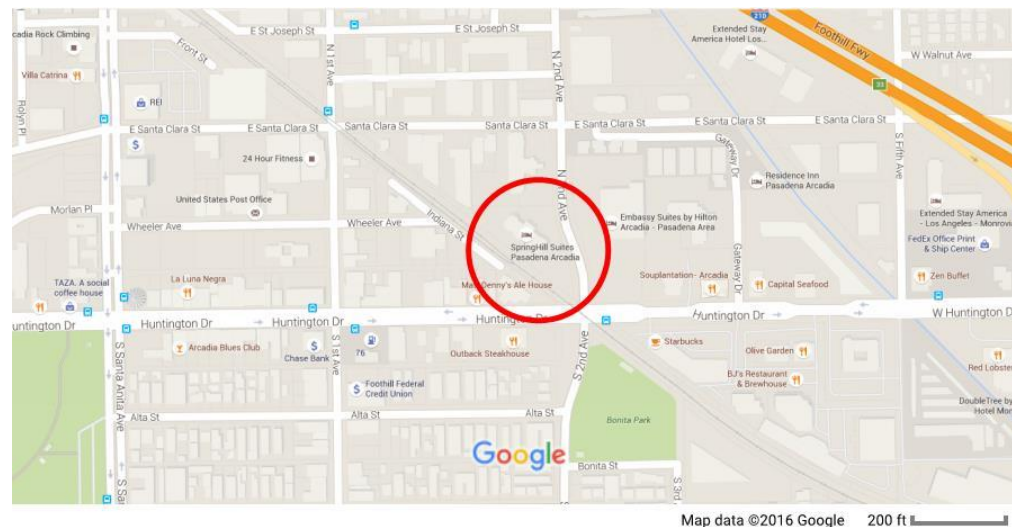
Lodging Concessions, LLC
c/o Alcoholic Beverage Consulting
Attn: Steve Rawlings
26023 Jefferson Avenue, Suite D
Murrieta, CA 92562

Property Owner:

BRE Select Hotels Properties LLC
501 East Camino Real
Boca Raton, FL 33432



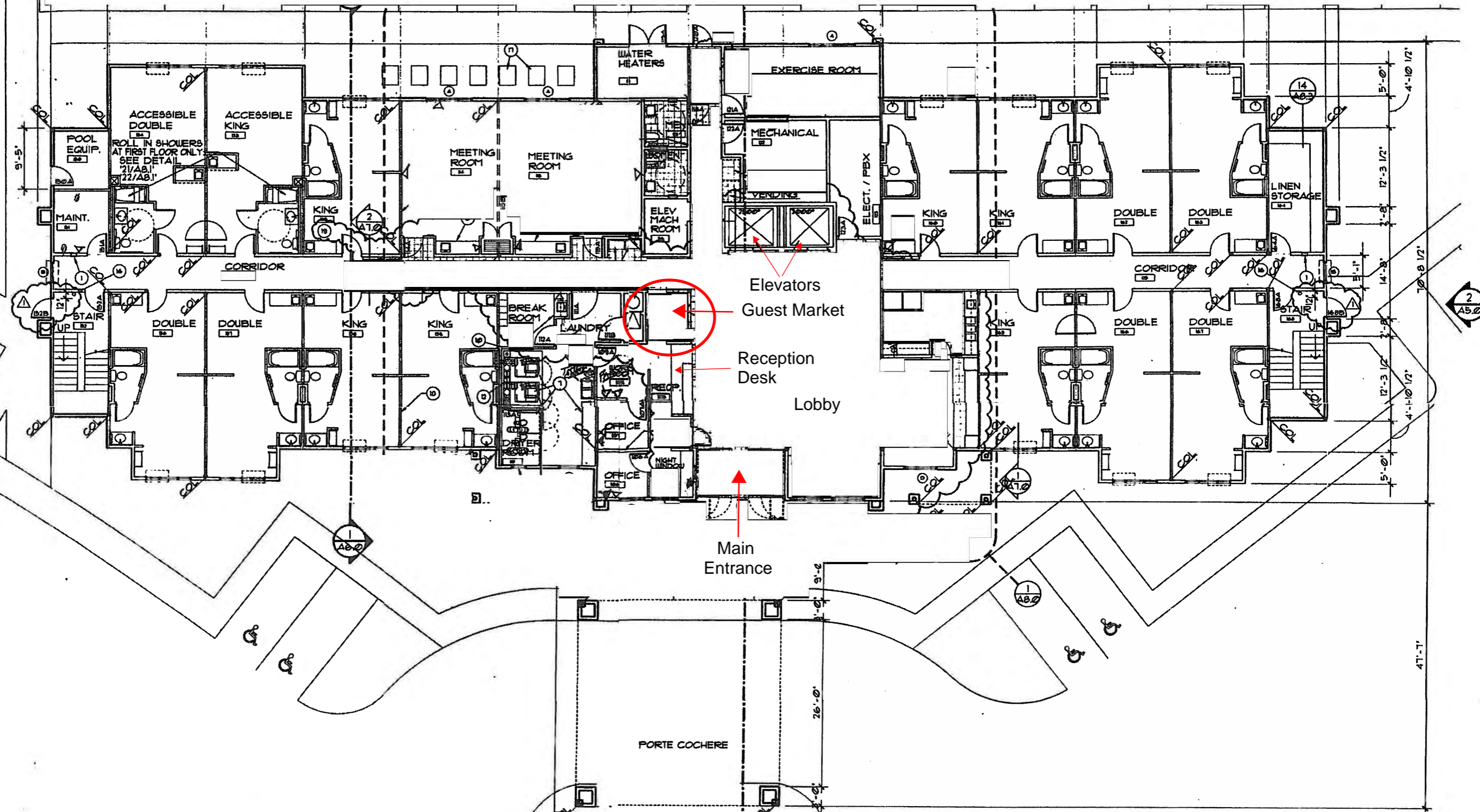
Vicinity Map



Proposed Use:

Finding of public convenience or necessity and permit to sell beer and wine for off-site consumption (ABC Type 20 License) from the guest market within the hotel.

SpringHill Suites - 99 N. 2nd Avenue, Arcadia, CA



North

Attachment No. 4

Preliminary Exemption Assessment



PRELIMINARY EXEMPTION ASSESSMENT

(Certificate of Determination
When Attached to Notice of Exemption)

1. Name or description of project:	Conditional Use Permit Application No. CUP 16-01 to allow the sale of beer and wine at an existing 36 square-foot guest market in a hotel lobby.																																			
2. Project Location – Identify street address and cross streets or attach a map showing project site (preferably a USGS 15' or 7 1/2' topographical map identified by quadrangle name):	99 N. Second Avenue, Arcadia CA 91007 (cross street: Huntington Drive)																																			
3. Entity or person undertaking project:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="3">A. Alcoholic Beverage Consulting, Representing SpringHill Suites.</td> </tr> <tr> <td colspan="3">B. Other (Private)</td> </tr> <tr> <td style="width: 10%;">(1)</td> <td style="width: 40%;">Name</td> <td>Steve Rawlings</td> </tr> <tr> <td>(2)</td> <td>Address</td> <td>26023 Jefferson Avenue, Suite D, Murrieta, CA 92562</td> </tr> </table>			A. Alcoholic Beverage Consulting, Representing SpringHill Suites.			B. Other (Private)			(1)	Name	Steve Rawlings	(2)	Address	26023 Jefferson Avenue, Suite D, Murrieta, CA 92562																					
A. Alcoholic Beverage Consulting, Representing SpringHill Suites.																																				
B. Other (Private)																																				
(1)	Name	Steve Rawlings																																		
(2)	Address	26023 Jefferson Avenue, Suite D, Murrieta, CA 92562																																		
4. Staff Determination:	<p>The Lead Agency's Staff, having undertaken and completed a preliminary review of this project in accordance with the Lead Agency's "Local Guidelines for Implementing the California Environmental Quality Act (CEQA)" has concluded that this project does not require further environmental assessment because:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">a.</td> <td style="width: 10%; text-align: center;"><input type="checkbox"/></td> <td style="width: 80%;">The proposed action does not constitute a project under CEQA.</td> </tr> <tr> <td>b.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>The project is a Ministerial Project.</td> </tr> <tr> <td>c.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>The project is an Emergency Project.</td> </tr> <tr> <td>d.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>The project constitutes a feasibility or planning study.</td> </tr> <tr> <td>e.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>The project is categorically exempt.</td> </tr> <tr> <td colspan="2"></td> <td>Applicable Exemption Class: 15301 (Use of an Existing Facility)</td> </tr> <tr> <td>f.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>The project is statutorily exempt.</td> </tr> <tr> <td colspan="2"></td> <td>Applicable Exemption:</td> </tr> <tr> <td>g.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>The project is otherwise exempt on the following basis:</td> </tr> <tr> <td>h.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>The project involves another public agency which constitutes the Lead Agency.</td> </tr> <tr> <td colspan="2"></td> <td>Name of Lead Agency:</td> </tr> </table>			a.	<input type="checkbox"/>	The proposed action does not constitute a project under CEQA.	b.	<input type="checkbox"/>	The project is a Ministerial Project.	c.	<input type="checkbox"/>	The project is an Emergency Project.	d.	<input type="checkbox"/>	The project constitutes a feasibility or planning study.	e.	<input checked="" type="checkbox"/>	The project is categorically exempt.			Applicable Exemption Class: 15301 (Use of an Existing Facility)	f.	<input type="checkbox"/>	The project is statutorily exempt.			Applicable Exemption:	g.	<input type="checkbox"/>	The project is otherwise exempt on the following basis:	h.	<input type="checkbox"/>	The project involves another public agency which constitutes the Lead Agency.			Name of Lead Agency:
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		Name of Lead Agency:																																		

Date: February 4, 2016

Staff: Thomas Li, Associate Planner



STAFF REPORT

Development Services Department

DATE: March 22, 2016

TO: Honorable Chairman and Planning Commission

FROM: Jim Kasama, Community Development Administrator
By: Jeff Hamilton, Contract Planner

SUBJECT: RESOLUTION NO. 1952 – APPROVING CONDITIONAL USE PERMIT NO. CUP 15-03, ARCHITECTURAL DESIGN REVIEW NO. ADR 15-06, AND A WIRELESS REGULATION WAIVER NO. W 15-01 WITH A CATEGORICAL EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) FOR A NEW WIRELESS COMMUNICATION FACILITY WITH A 53'-0" TALL MONOPOLE ANTENNA STRUCTURE CAMOUFLAGED AS A EUCALYPTUS TREE AND A 200 SQUARE-FOOT, 8'-0" TALL EQUIPMENT ENCLOSURE AT AN R-1 ZONED PROPERTY AT 1881 S. FIRST AVENUE, THE CHURCH OF THE TRANSFIGURATION - This item was continued from the January 12, 2016 meeting.

Recommendation: Adopt Resolution No. 1952

SUMMARY

The applicant, Verizon Wireless, is proposing to construct a new, unmanned, wireless communications facility consisting of a 53'-0" tall monopole antenna and a 200 square-foot, 8'-0" tall, stucco-finished, concrete block equipment enclosure. The proposed project is subject to approval of a Conditional Use Permit and Architectural Design Review for a new standalone wireless facility, and a Wireless Regulation Waiver to allow the facility on an R-1 zoned property. Construction of a new utility facility is exempt from the California Environmental Quality Act (CEQA). The Planning Commission continued the hearing of January 12, 2016, to allow Verizon time to meet with the residents near the proposed site. It is recommended that the Planning Commission approve the proposed project, subject to the conditions listed in this staff report, and adopt Resolution No. 1952 (Attachment No. 1).

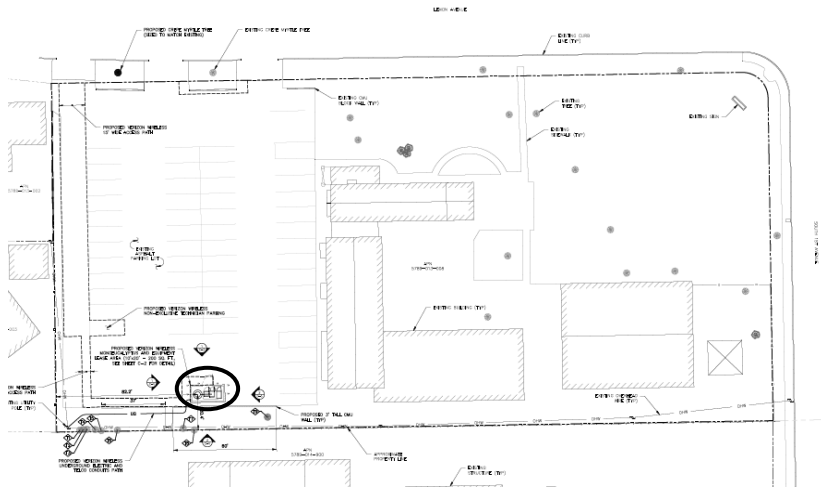
BACKGROUND

The Church of the Transfiguration owns the three-acre site at the intersection of First and Lemon Avenues. The property is zoned R-1, Second One-Family Residential – see Attachment No. 3 for an Aerial Photo with Zoning Information. The General Plan Land Use Designation of the site is Low-Density Residential. Sections 9288.6 and 9288.8 of the Arcadia Municipal Code will allow wireless communication facilities at this property with a waiver.

The proposed project was considered by the Planning Commission at a public hearing on January 12, 2016. At that time, testimony was received from the public, including expressions of support and opposition. During the discussion, conditions were proposed by the Chairman for consideration. Following discussion by the Commission, the public hearing was continued with direction from the Commission that Verizon meet with the neighbors to try to resolve their concerns.

PROPOSAL

The applicant proposes to construct a new unmanned wireless communications facility in the southern portion of the parking lot serving the Church – see Attachment No. 4 for the design plans. The proposed facility will include a 53-foot tall monopole antenna structure camouflaged as a eucalyptus tree, and a 200 square-foot, eight-foot tall equipment enclosure. The block wall enclosure will be finished with stucco to match the existing buildings on the property, and provide an added visual and acoustic buffer. The proposed facility will not result in the loss of parking spaces. The location is near the southern property line at the outer side of the drive aisle. The aisle will be narrower, but will still be over 25 feet wide, allowing sufficient room for vehicles to maneuver.



New wireless communications facilities such as this proposal are subject to Architectural Design Review to have the facility blend in with its surroundings.

Although wireless communications facilities are prohibited in the R-1 zone, the applicant has filed for a Waiver of the prohibition as provided for by Section 9288.8 of the Arcadia Municipal Code.



ANALYSIS

The applicant has provided all of the required plans and supplemental documents required by the City's Wireless Communication Facilities Ordinance. See Attachment Nos. 5 and 6, which include the following:

- A Visual Impact Analysis of the proposal;
- A map identifying the applicant's existing wireless facilities in the vicinity;

- A coverage assessment showing current wireless coverage in the vicinity, and anticipated wireless coverage following construction of the proposed project;
- An FCC/Signal Standards Report certified by a licensed radio frequency engineer stating that electromagnetic (EM) emissions from the proposed facility will neither exceed standards set by the Federal Communications Commission (FCC), nor interfere with any fire, police or other emergency communications system; and
- A written assessment of potential available alternatives to co-locate at an existing facility within the vicinity of the project location, and an explanation of why these options are infeasible.

The proposed location in the southerly portion of the parking lot of the Church minimizes the visibility of the facility from neighboring streets – refer to Attachment No. 5: Visual Impact Analysis. The proposed equipment enclosure will hide the accessory mechanical equipment.



The equipment will generate minimal noise during daily operations. Should power to the site fail, an emergency generator will operate to provide electricity during the outage. Data provided by the applicant show that the generator will create an average noise level of approximately 71 dB(A) which, according to the City's Noise Element, is comparable to the noise of a vacuum cleaner. The generator will only operate during temporary power outages.

The equipment enclosure will be approximately 20 feet from the Arcadia Christian School property to the south, 71 feet from the closest residence to the west, and approximately 250 feet from the closest residence



to the north. The proposed tower is to be camouflaged as a eucalyptus tree and will blend in with the existing mature oak trees located along the southerly property line of the site, the mature trees near First Avenue, and other mature trees to the west and north. The applicant is proposing to plant a new Crape Myrtle street tree on Lemon Avenue just north of the parking lot, near an existing Crape Myrtle, to further screen the facility from public view.

The Church has been placing trash bins on the parking lot unscreened from view. In addition, there is a large storage container situated to the south of the southerly building

on the property, next to the parking area. As a condition of approval, it will be required that a trash enclosure meeting City standards be provided. The storage container may need to be removed if its use conflicts with the new location of the tower near the church.

Waiver

Although Section 9288.6(a)(2) of the Arcadia Municipal Code prohibits the installation of all wireless communications facilities in R-1 zones, Section 9288.8 allows for waiver of the prohibition, if the applicant demonstrates that such restriction or requirement either:

- 1) Prohibits or has the effect of prohibiting the provision of wireless communications services pursuant to the United States Telecommunications Act of 1996 (47 U.S.C. §332(c)(7)(B)(i)(II)); or
- 2) Unreasonably discriminates against the applicant when compared to other providers within the City who are providing functionally equivalent wireless communication services pursuant to the United States Telecommunications Act of 1996 (47 U.S.C. §332(c)(7)(B)(i)(II)).

If the applicant provides information that demonstrates either of these provisions, the presumption is that the waiver will be approved. The applicant has filed a waiver request based on finding no. 1 – refer to Attachment No. 7: Wireless Regulation Waiver Request. In support of the request, the application includes the existing and proposed radio frequency propagation maps that show the coverage gap to be filled by the proposed location. The application also describes the effort to find alternative locations and that the subject site is the only feasible site that agreed to host the facility.

As required by Section 9288.8(b) of the Arcadia Municipal Code, an independent, qualified consultant has reviewed the application materials in support of the waiver request. The reviewer's report (Attachment 8—Waiver Request Evaluation Report) evaluated the alternate site information and the proposed coverage improvement. The reviewer found that the applicant exercised due diligence to find an alternative location, and that the proposed site will fill an existing gap in coverage.

Since the applicant has demonstrated that the proposed cell tower will fill a gap in coverage, and this has been confirmed by an independent consultant hired by the City, the cell tower meets the Municipal Code standards for approval of the waiver from the R-1 zoning prohibition. Despite this, the City may still consider the aesthetic impacts of the project through the Design Review process. For example, the City may consider whether the proposed tower has been sufficiently camouflaged, or "stealthed", or whether alternative locations on the property may be better suited to hiding the tower or helping it to blend in to its surroundings.

Federal and State Rules for Timely Processing of Wireless Applications

The Federal Communications Commission (FCC), and the State of California (through recently adopted AB57), have established time limits for processing applications for

wireless telecommunications facilities. For a new facility, such as the one proposed in this case, the City has 150 days to render a decision on any discretionary applications. The 150-day clock starts on the date the application was submitted. If the City fails to render a decision within the 150-day review limit, the applications are deemed approved.

In this case, the applications were submitted on April 2, 2015. The City sent a letter to the applicant deeming the applications incomplete on April 30, 2015, and stopping the 150-day “clock”. Twenty eight days had elapsed. A second submittal was made on August 26, 2015. A second “incomplete” letter was sent on October 1, 2015, stopping the clock after another 36 days had elapsed. A third submittal was made on November 3, 2015. Another “incomplete” letter was sent by the City on December 3, 2015, after another 30 days had elapsed. Up to this point, 94 of the 150 days allowed for review had been used up. The last submittal before the January 12, 2016 meeting was made by Verizon on December 29, 2015. Since then the clock has continued to run.

FCC rules allow cities to ask applicants to extend the review period in order to properly process applications, such as to meet statutory requirements to provide notice of public hearings and perform environmental review. The Planning staff asked Verizon to extend the review period in this case, and Verizon agreed on January 27, 2015, to extend the deadline to March 24, 2016. As of March 22, 2016, 151 days will have elapsed for the review of this proposal. This is past the 150-day review period.

Federal Preemption Related to Health Effects

During the public hearing on January 12, 2016, and as part of the written comments received (see Attachment 10—Public Comments) prior to and at the hearing, a number of residents raised concerns about the potential health effects related to the operation of the wireless telecommunications tower. The FCC has regulatory authority over wireless service facilities such as the one proposed. Under the Telecommunications Act of 1996, the FCC, “preempts local decisions premised directly or indirectly on the environmental effects of radio frequency (RF) emissions, assuming the provider is in compliance with the Commission’s RF rules.” This means that local governments are not allowed to consider potential health impacts as part of the decision-making process for wireless telecommunication facilities like the one proposed here. To the extent that such testimony has already been received, the Planning Commission must set it aside and not consider it as part of the process for this project. In addition, the Planning Commission should not allow new testimony on the topic. The American Planning Association has produced a Zoning Practice paper (Attachment 9—Documents Related to Federal Oversight) on the topic which states that even receiving testimony may “give the cell tower applicant clear grounds to appeal a denial to federal court.”

The City Attorney, Stephen P. Deitsch, has reviewed the issue of Federal vs. local authority and, citing federal law, has written an opinion that confirms local governments may not consider the “environmental effects of radio frequency emissions” so long as such facilities “comply with FCC regulations concerning such emissions.” His opinion goes on to state that “federal law requires that a local government’s decision to deny a request for a wireless communications facility installation must be ‘in writing and

supported by substantial evidence, contained in a written record.” Oral testimony in opposition to project on any topic, such as safety or aesthetics, will therefore not be sufficient to form the record for denying this application.

Other Comments Received

Comments have been received about the ability of the proposed pole to withstand high winds and earthquakes. As part of the building permit process, the tower will have to comply with the California Building Code (CBC), which uses a 110 m.p.h. wind speed to establish wind loads. Compliance with the CBC will ensure that the tower can withstand high winds as well as earthquake shaking. The City’s Safety Element shows that the site is not located in an area subject to liquefaction nor is it within a known earthquake fault zone. The applicant has also submitted a geotechnical study which determined the project is not within either a fault or liquefaction zone. The City’s Building Official reviewed the study and determined that exceptional or unusual construction techniques were not required to meet the CBC. It should also be noted that, to the best knowledge of staff, no cell towers fell in Arcadia during the high winds experienced in December 2011. Staff does not believe that there is any evidence to support the contention that the tower will collapse in a high wind or earthquake as long as it is constructed according to the Building Code.

There were comments that the proposed eucalyptus design would not blend in well, that the location at the end of the parking lot is quite visible, and that one new Crape Myrtle street tree would not screen the facility from the residents to the north. Staff agrees that the location is not as well screened as it could be. If the tower and equipment enclosure were closer to the southeast corner of the church, the surrounding oak trees and the church buildings themselves would help hide the tower. Staff recommends, as a condition of approval, that the tower be shifted as close as feasible to the church building without harming the large oak trees near the southwest corner of the church. This location would require review by an arborist, at the applicant’s expense, to confirm that the cell tower will not harm the oaks. If this location resulted in the loss of parking spaces, the applicant would also be required to add an equal number of parking spaces in the parking lot.

Other comments asked about the noise from the equipment, including the standby emergency generator. As noted previously in the staff report, during normal operations the facility will essentially generate no noise. The emergency generator will only run in the event of a power failure, and at that time will produce noise similar to a vacuum cleaner at distance of 26 feet from the generator. The closest house to the site is approximately 84 feet from the generator. At that distance, the estimated noise level would be approximately 60 dBA, which, according to the City’s Noise Element, would be nearly the same as the ambient noise level in a suburban area. Even when the emergency generator is operating, staff does not believe that the noise generated would exceed what is allowed by the Noise Element of the General Plan or cause significant harm to the health, safety or general welfare of the neighborhood.

Concerns have also been raised about the harm to property values of homes near the proposed tower. The evidence provided by the opponents is anecdotal, without

supporting evidence to document impacts to property values. In addition, the Planning Commission would generally be discouraged from considering impacts to property values from proposed land uses unless it could also be demonstrated that this might lead to secondary effects such as lack of maintenance of homes and resulting blight. Virtually every land use can be described by opponents as having a negative effect on their property values. To allow consideration of such impacts in this case may open an Pandora's Box for many other cases.

FINDINGS

A. Section 9275.1.2 of the Arcadia Municipal Code requires that for a Conditional Use Permit to be granted, it must be found that all of the following prerequisite conditions can be satisfied:

- 1. That the granting of such Conditional Use Permit will not be detrimental to the public health or welfare or injurious to the property or improvements in such zone or vicinity.**

The applicant has prepared the required health and safety studies showing that the proposed wireless facility will not be detrimental to the public health. The facility is located on private property and is approximately 71 feet from the nearest residence. Existing and proposed trees will substantially screen the facility from view. The monopole will be camouflaged as a eucalyptus tree to blend into the environment. As such, the proposal will not be detrimental to the public health or welfare or injurious to the other properties in the area.

- 2. That the use applied for at the location indicated is properly one for which a Conditional Use Permit is authorized.**

The zoning of The Church of the Transfiguration property is R-1, Second One-Family Zone. Arcadia Municipal Code Sections 9288.6 and 9288.8 authorize a standalone wireless facility at the proposed location, subject to approval of a Conditional Use Permit and a Waiver of the Wireless Regulations.

- 3. That the site for the proposed use is adequate in size and shape to accommodate said use, and all yards, spaces, walls, fences, parking, loading, landscaping, and other features required to adjust said use with the land and uses in the neighborhood.**

The proposed location is an approximately 200 square-foot portion of an existing developed parking lot serving the Church. The site is adequate in size and shape to accommodate the proposed wireless facility, no parking will be lost by adding the facility to the site, and only minor adjustments to the site are necessary to improve the aesthetics of the site.

- 4. That the site abuts streets and highways adequate in width and pavement type to carry the kind of traffic generated by the proposed use.**

The Church of the Transfiguration property is accessed from First and Lemon Avenues. These streets are adequate in width and pavement type to carry the traffic generated by the current and proposed uses. The proposed project, as an unmanned wireless facility, will require only occasional access for maintenance after construction, and will have no impact on the surrounding streets.

5. That the granting of such Conditional Use Permit will not adversely affect the comprehensive General Plan.

The General Plan Land Use Designation of the subject site is Low-Density Residential. Approval of the new unmanned wireless facility will not adversely affect the religious activities at the location, or create visual impacts since the proposed tower will be camouflaged as a eucalyptus tree and will blend in with the existing mature and proposed trees on the property. As such, the proposal will not adversely affect the comprehensive General Plan.

B. Arcadia Municipal Code section 9288.8 allows for waiver of the prohibition of new wireless communication facilities in the R-1 zone, if the applicant demonstrates that such restriction or requirement either:

- 1. Prohibits or has the effect of prohibiting the provision of wireless communications services pursuant to the United States Telecommunications Act of 1996 (47 U.S.C. §332(c)(7)(B)(i)(II)); or**
- 2. Unreasonably discriminates against the applicant when compared to other providers within the City who are providing functionally equivalent wireless communication services pursuant to the United States Telecommunications Act of 1996 (47 U.S.C. §332(c)(7)(B)(i)(II)).**

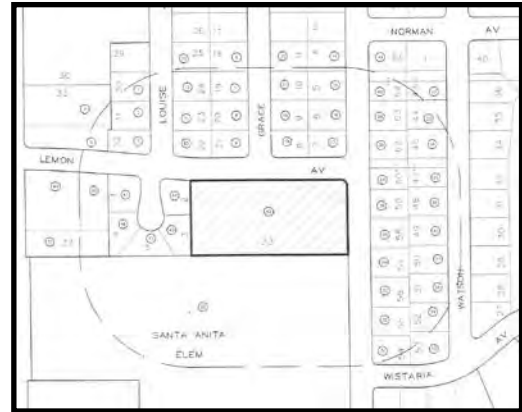
The applicant has filed a waiver request based on finding no. 1. In support of the request, the application includes the existing and proposed radio frequency propagation maps that show the coverage gap being filled by the proposed location. The application also describes the effort to find alternative locations to the site, and that this is the only feasible site that agreed to host the facility. Based on the evidence provided, and as confirmed by a review by an independent, 3rd party consultant hired by the City, the evidence shows that the applicant has exercised due diligence to find an alternative location, that the proposed site will fill a gap in coverage, and that denying the waiver would have the effect of prohibiting the provision of wireless communications services as defined in the United States Telecommunications Act of 1996 (47 U.S.C. §332(c)(7)(B)(i)(II)).

ENVIRONMENTAL ASSESSMENT

If it is determined that no significant physical alterations to the site are necessary, then this project, as new construction of a small structure, qualifies as a Class 3 Categorical Exemption per the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15303 of the CEQA Guidelines for new construction of small utility facilities. A Preliminary Exemption Assessment is attached to this staff report (Attachment No. 2).

PUBLIC COMMENTS/NOTICE

Public hearing notices for this continued item were mailed on March 11, 2016, to the property owners and tenants of those properties that are located within 300 feet of the subject property. As of March 16, 2016, numerous public comments had been received (Attachment 10—Public Comments). A response to those comments is included in this report.



RECOMMENDATION

It is recommended that the Planning Commission approve the proposal, subject to the following conditions, and find that the project qualifies for a Categorical Exemption from the California Environmental Quality Act (CEQA), and adopt Resolution No. 1952:

1. Approval of Conditional Use Permit No. CUP 15-03, Architectural Design Review No. ADR 15-06 and Wireless Regulation Waiver Request No. W 15-01 is limited to the unmanned wireless facility, which shall be operated and maintained in a manner that is consistent with the proposal and plans submitted and approved for these applications, and shall be subject to periodic inspections, after which the provisions of this Conditional Use Permit may be adjusted after due notice to address any adverse impacts to the adjacent streets, rights-of-way, and/or the neighboring businesses or properties.
2. Noncompliance with the plans, provisions and conditions of approval for CUP 15-03, ADR 15-06 and/or W 15-01 shall be grounds for immediate suspension or revocation of any approvals for the wireless facility.
3. All City requirements regarding disabled access and facilities, occupancy limits, building safety, health code compliance, emergency equipment, environmental regulation compliance, and parking and site design shall be complied with by the property owner/applicant to the satisfaction of the Building Official, City Engineer, Community Development Administrator, Fire Marshal, and Public Works Services Director, or their respective designees. Any changes to the existing facility may be subject to building permits after having fully detailed plans submitted for plan check review and approval by the aforementioned City officials and employees, or designees.

4. The applicant shall defend, indemnify, and hold harmless the City of Arcadia and its officials, officers, employees, and agents from and against any claim, action, or proceeding against the City of Arcadia, its officials, officers, employees or agents to attack, set aside, void, or annul any approval or conditional approval of the City of Arcadia concerning this project and/or land use decision, including but not limited to any approval or conditional approval of the City Council, Planning Commission, or City Staff, which action is brought within the time period provided for in Government Code Section 66499.37 or other provision of law applicable to this project or decision. The City shall promptly notify the applicant of any claim, action, or proceeding concerning the project and/or land use decision and the City shall cooperate fully in the defense of the matter. The City reserves the right, at its own option, to choose its own attorney to represent the City, its officials, officers, employees, and agents in the defense of the matter.
5. Approval of CUP 15-03, ADR 15-06 and W 15-01 to allow construction of a new unmanned standalone wireless facility shall not be of effect unless on or before 30 calendar days after Planning Commission adoption of the Resolution, the property owner and applicant have executed and filed with the Community Development Administrator or designee an Acceptance Form available from the Development Services Department to indicate awareness and acceptance of these conditions of approval.
6. The applicant/property owner shall construct a trash enclosure, sized to comply with City requirements, including NPDES standards, on the property prior to the final inspection of any building permits issued for the wireless communications facility. Said trash enclosure shall be designed to the satisfaction of the Community Development Administrator or designee.
7. The wireless tower and equipment enclosure shall be located as close as feasible to the church building without harming the large oak trees near the southwest corner of the church.
8. Prior to issuing building permits for the tower, the applicant shall provide a report from an arborist that evaluates the proposed location to determine whether or not the cell tower will harm the oaks, and propose mitigation measures if necessary to protect the oaks.
9. If the proposed location of the tower and equipment enclosure results in the loss of parking spaces, the applicant shall add an equal number of parking spaces in the parking lot through a parking lot restriping plan.
10. If the new location of the tower and equipment enclosure blocks access to the storage container, the container shall be removed.

PLANNING COMMISSION ACTION

Approval

If the Planning Commission intends to approve this proposal, the Commission should approve a motion to approve Conditional Use Permit No. CUP 15-03, Architectural Design Review No. ADR 15-06 and Wireless Regulation Waiver Request No. W 15-01; state that the proposal satisfies the requisite findings; and adopt the attached Resolution No. 1952 that incorporates the requisite environmental, Conditional Use Permit, and Wireless Regulation Waiver findings and the conditions of approval as presented in this staff report, or as modified by the Commission.

Denial

If the Planning Commission intends to deny this proposal, the Commission should approve a motion to deny Conditional Use Permit No. CUP 15-03, Architectural Design Review No. ADR 15-06 and/or Wireless Regulation Waiver Request No. W 15-01; state the finding(s) that the proposal does not satisfy with reasons based on the record; and direct staff to prepare a resolution for adoption at the next meeting that incorporates the Commission's decision and specific findings.

If any Planning Commissioner or other interested party has any questions or comments regarding this matter prior to the March 22, 2016, Planning Commission Meeting, please contact Contract Planner, Jeff Hamilton at (626) 574-5422, or jhamilton@ArcadiaCA.gov.

Approved:



Jim Kasama
Community Development Administrator

- Attachment No. 1: Resolution No. 1952
- Attachment No. 2: Preliminary Exemption Assessment Information
- Attachment No. 3: Aerial Photo with Zoning
- Attachment No. 4: Architectural Plans
- Attachment No. 5: Visual Impact Analysis
- Attachment No. 6: Documents From Verizon in Support of the Application
- Attachment No. 7: Wireless Regulation Waiver Request
- Attachment No. 8: Waiver Request Evaluation Report
- Attachment No. 9: Documents Related to Federal Oversight
- Attachment No. 10: Public Comments

[CLICK HERE TO ACCESS ITEM 2 – CUP 15-03 ATTACHMENTS](#)



STAFF REPORT

Development Services Department

DATE: March 22, 2016

TO: Honorable Chairman and Planning Commission

FROM: Jim Kasama, Community Development Administrator
By: Nick Baldwin, Associate Planner

SUBJECT: HOMEOWNERS' ASSOCIATION APPEAL NO. HOA 15-04 WITH A CATEGORICAL EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) FOR AN APPEAL OF THE RANCHO SANTA ANITA RESIDENTS' ASSOCIATION ARCHITECTURAL REVIEW BOARD'S APPROVAL OF THE DESIGN FOR A PROPOSED 4,977 SQUARE-FOOT, TWO-STORY, TRADITIONAL-STYLE, SINGLE-FAMILY RESIDENCE WITH AN ATTACHED TWO-CAR GARAGE AT 407 OXFORD DRIVE - This appeal was continued from the January 12, 2016 meeting.

Recommendation: Deny appeal and uphold ARB approval

SUMMARY

John and Demie Kiragis, and Robert and Kris McNamara, the property owners at 400 and 408 Oxford Drive, respectively, are appealing the Rancho Santa Anita Residents' Association (Lower Rancho) Architectural Review Board's (ARB) approval of the design for a two-story, Traditional-style, single-family residence with an attached two-car garage at 407 Oxford Drive (see Attachment No. 2 for the Appellants' Letter in Opposition to the ARB approval). This appeal was initially heard by the Planning Commission at its January 12, 2016 meeting and was continued to provide time for the ARB, appellants, and architect to meet to try to agree upon a revised design. On February 9, 2016 the ARB subcommittee met to try to agree on a design as directed by the Planning Commission, but no agreement was reached. Based on comments received at the sub-committee meeting, the applicant made some additional changes regarding the roof and façade design. He then chose to submit the plans with those latest revisions to the ARB at its meeting on February 18, 2016 and the ARB approved the revised design (see Attachment No. 3 for the ARB Findings and Action Form and Meeting Summary). It is recommended that the Planning Commission deny the appeal and uphold the ARB approval of the revised design.

BACKGROUND

City Council Resolution No. 6665 sets forth the [City's Single-Family Residential Design Guidelines](#) (hyperlink) and in addition, [City Council Resolution No. 6770](#) (hyperlink) establishes guidelines and design review procedures for properties within the five, City

designated, Homeowners' Association areas and these documents can be accessed through these hyperlinks or on the City website.

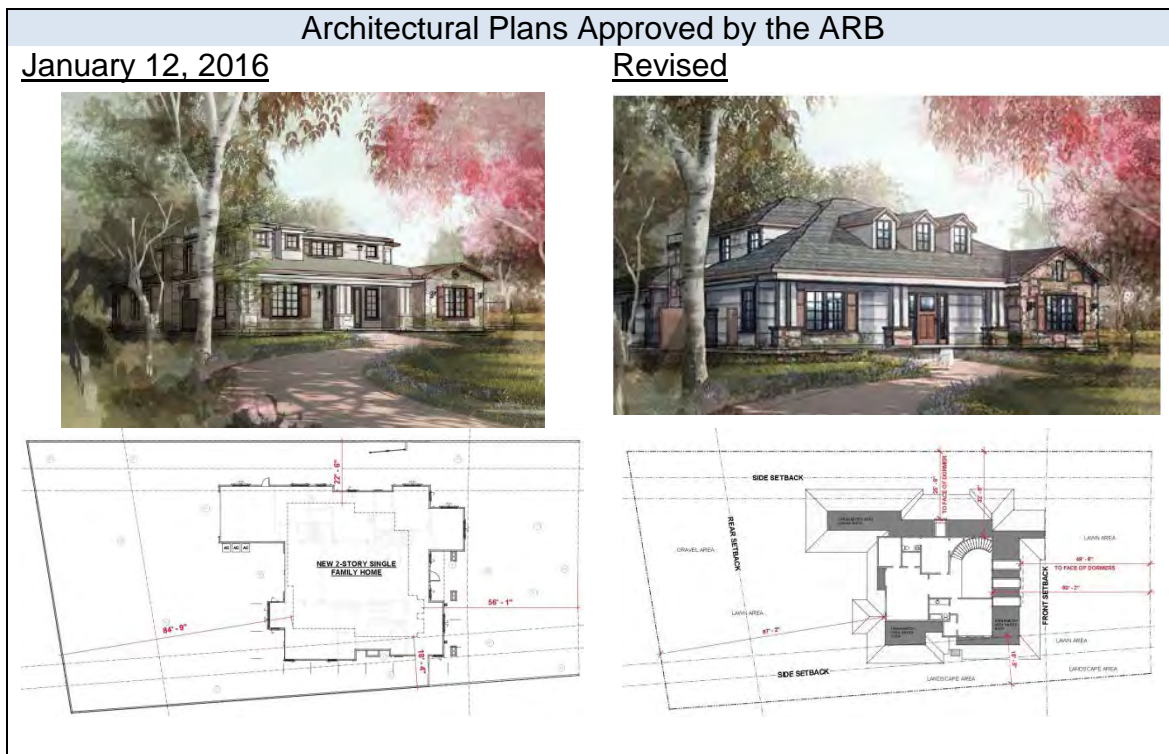
The appeal and design that were considered at the January 12, 2016 Planning Commission meeting concerned a 5,400 square-foot, two-story, Traditional-style residence—(refer to Attachment No. 1 - the January 12, 2016 Staff Report). The Planning Commission commented that this design could be appropriate in this context with some revisions and that there should be another ARB meeting to discuss a revised design since the planned ARB subcommittee meeting that was to be held prior to the ARB decision was not held due to scheduling conflicts during the holiday season. The Commission voted 4-0 with one commissioner absent to continue the appeal, and requested that the ARB, appellants, and architect meet again to try to agree on a revised design. On February 9, 2016, Mr. Michael Fox, the architect and one of the appellants, Mrs. Kris McNamara had a phone conversation and e-mail correspondence to discuss what changes to the design are necessary (see Attachment No. 4, Applicant's Letter in Support of the ARB's Decision) and later that day a sub-committee meeting was held to discuss a revised design. The sub-committee meeting included Mr. Fox, Mrs. McNamara, and ARB members, Mr. Lou Pappas, Mr. Kevin Thompkins, and Mr. Rick Fricke. It was agreed by those attending that progress was made on the design, but no agreement was reached (see Attachment No 5, Subcommittee Meeting Summary from the Appellant). At an ARB meeting held on February 18, 2016, the ARB approved a revised design (see Attachment No. 3 for the ARB Findings and Action Form and Meeting Summary). However, the appellants and several other neighbors are opposed to the revised design (see Attachment No. 2 for the Appellants' letter in opposition to the ARB decision).

PROPOSAL

The revised design (see Attachment No. 6) that was approved at the February 18, 2016 ARB meeting is for a 4,977 square-foot, two-story, Traditional-style house with a 247 square-foot basement. This design proposal is similar to the previously approved design in that it retains the Traditional architectural style, remains two-story, and maintains a nearly identical building footprint. The new design is different from the previous design in the following ways:

- The living area was reduced from 5,400 to 4,977 square-feet.
- The size of the upper floor was reduced from 1,680 square-feet to 1,205 square-feet.
- The upper floor steps back from the front and east side property lines a significantly larger amount and steps back from the rear property line to a lesser degree. A 247 square-foot, fully-subterranean, finished basement was added with light wells that are within the westerly side yard. This room is to be a home theater.
- The five second story windows on the front elevation were eliminated and replaced with three dormers. Two of the dormers will provide natural light to the Foyer and the third one will be purely decorative.

- The house has the appearance of a one and a half story house on the front and easterly side elevations.




ANALYSIS

The ARB is charged with the responsibility to ensure that the designs for new homes are consistent with the design guidelines and regulations in City Council Resolution No. 6770, which are intended to ensure that new homes are harmonious and compatible with the neighborhood. At the January 12, 2016 public hearing the Planning Commission discussed whether or not the building height, massing, scale, and architectural style of the proposed home was consistent enough with the neighborhood to be considered harmonious and compatible (see Attachment No. 7 for an Aerial Photo with Zoning Information and Photos of the Subject Property and Vicinity). The Planning Commission commented that the proposed Traditional architectural style was appropriate, but that more could be done in regards to height, size, and/or scale of the building to make it more compatible with the surrounding homes. Specifically, the home should not be the largest in the neighborhood, the second floor should be reduced because it is on the uphill side of the street at a higher grade level, and the lot coverage limit will allow for more space on the ground floor.

Massing

In response to the comments made by the Planning Commissioners at the public hearing and in response to comments provided by the appellant and other neighboring property owners, the applicant revised the design as described in the Proposal section of this report. The revised design addressed the comments by cutting 475 square-feet from the upper floor, stepping back the upper floor from the ground floor, and changing

the appearance of the home from the street to appear to be a one-and-a-half story house. The revised front elevation gives the home an appearance that is similar to other homes in the area. Also, the reduced size is closer to the sizes of other new homes recently approved in the area. See Attachment No. 4 for the Applicant's letter in support of the ARB approval.

New Construction: Recently Built or Under Construction	
	
481 Oxford Dr.	1-story, 4,492 sq. ft. home, Built 2014
474 Oxford Dr.	1-story, 4,919 sq. ft. home, Under Construction
444 (448) Oxford Dr.	1-story, 4,822 sq. ft. home, Under Construction
438 Oxford Dr.	2-story, 5,225 sq. ft. home, Under Construction
327 Oxford Dr.	2-story, 5,179 sq. ft. home, Under Construction
475 Cambridge Dr.	2-story, 4,826 sq. ft. home, Built 2013
441 Cambridge Dr.	2-story, 5,020 sq. ft. home, Built 2015
428 Cambridge Dr.	2-story, 4,848 sq. ft. home, Built 2014
414 Cambridge Dr.	2-story, 2,775 sq. ft. home, Built 1990
306 Harvard Dr.	2-story, 4,499 sq. ft. home, Under Construction

The proposed design is substantially smaller than the maximum size allowed by the current zoning regulations, and is less than the floor-area-ratio recommended by the Zoning Review Committee. The recommended floor-area-ratio for this property would be 34% and would translate into a home size of 6,103 square feet plus a 650 square-foot allowance for a three-car garage.

In regards to zoning compliance, the revised design will be in compliance if the three minor zoning issues regarding the circular driveway, pool enclosure, and pool equipment that were identified in the Staff Report for the January 12, 2016 meeting

(Attachment No. 1) are corrected. However, during the previous Planning Commission meeting it was mentioned that a Yoga Room could easily be converted into a fifth bedroom, which would require the design to have a three-car garage. To address this concern, a condition of approval has been included to delete the wall dividing the Yoga Room and the adjacent storage room/closet to clarify that this is not a bedroom.

Architectural Style

The Traditional-style design that was discussed at the January 12, 2016 Planning Commission meeting was found by the ARB to be harmonious and compatible with the neighborhood, and the Planning Commission agreed. The revised design that was approved by the ARB on February 18, 2018, remains in the Traditional style, but the revisions to the front elevation that make it appear to be a one and a half stories and the smaller size of the upper floor help it blend in better with the neighboring homes.

FINDINGS

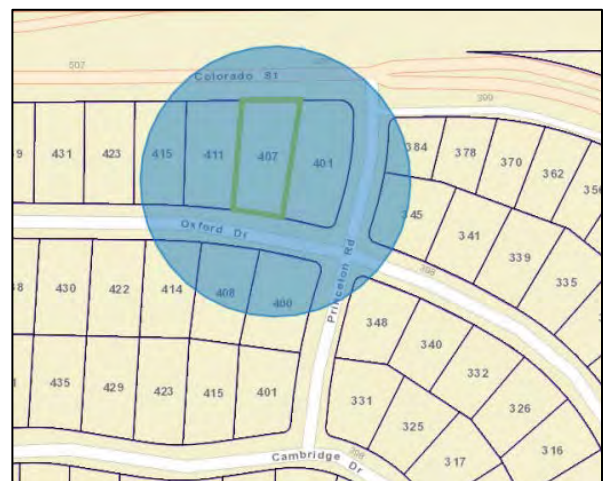
Staff concurs with the ARB findings that the proposed design is consistent with Resolution No. 6770 and the City's Single-Family Residential Design Guidelines. It is recommended that the Planning Commission deny the appeal and uphold the ARB approval of the revised design.

ENVIRONMENTAL ANALYSIS

The proposed project qualifies as a Class 3 Exemption for new construction of one single-family residence under the requirements of the California Environmental Quality Act (CEQA) per Section 15303(a) of the CEQA Guidelines. Refer to Attachment No. 8 for the Preliminary Exemption Assessment.

PUBLIC COMMENTS

Public hearing notices for the continuance of this appeal were mailed on March 10, 2016, to the property owners and tenants of those properties within the design review notification area.



RECOMMENDATION

It is recommended that the Planning Commission deny the appeal and uphold the ARB approval and find that the project is exempt per Section 15303 of the CEQA Guidelines, subject to the conditions that the wall between the Yoga Room and the adjacent closet be removed, and the locations of the pool equipment, pool enclosure fencing, and circular driveway be adjusted to meet building and zoning regulations.

PLANNING COMMISSION ACTION

Approval of Appeal

If the Planning Commission intends to approve the appeal and overturn the ARB approval of the design, the Commission should approve a motion to approve Appeal No. HOA 15-04 and state specifically how, based on the record, the proposed design is not consistent with the City's Single-Family Residential Design Guidelines and/or City Council Resolution No. 6770.

Denial of Appeal

If the Planning Commission intends to deny the appeal and uphold the ARB approval of the design, the Commission should approve a motion that finds the project is Categorically Exempt from the California Environmental Quality Act (CEQA) and that denies Appeal No. HOA 15-04, stating that the design is consistent with the City's Single-Family Residential Design Guidelines and City Council Resolution No. 6770.

If any Planning Commissioner, or other interested party has any questions or comments regarding this matter prior to the March 22, 2016, Planning Commission meeting, please contact Associate Planner, Nick Baldwin by calling (626) 574-5444, or by email to NBaldwin@ArcadiaCA.gov.

Approved:



Jim Kasama
Community Development Administrator

- Attachment No. 1: Staff Report for the January 12, 2016 Meeting
- Attachment No. 2: Appellants' Letter in Opposition of the February 18, 2016 ARB Approval
- Attachment No. 3: ARB Findings and Actions Form, and Meeting Summary dated February 18, 2016
- Attachment No. 4: Applicant's Letter in Support of the February 18, 2016 ARB Approval
- Attachment No. 5: Subcommittee Meeting Summary from the Appellant
- Attachment No. 6: Revised Architectural Plans Approved by the ARB on February 18, 2016
- Attachment No. 7: Aerial Photo with Zoning Information & Photos of Subject Property and Vicinity
- Attachment No. 8: Preliminary Exemption Assessment

Attachment No. 1

Staff Report for the January 12, 2016
Meeting



STAFF REPORT

Development Services Department

DATE: January 12, 2016

TO: Honorable Chairman and Planning Commission

FROM: Jim Kasama, Community Development Administrator
By: Nick Baldwin, Assistant Planner

SUBJECT: HOMEOWNERS' ASSOCIATION APPEAL NO. HOA 15-04 WITH A CATEGORICAL EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) FOR AN APPEAL OF THE RANCHO SANTA ANITA RESIDENTS' ASSOCIATION ARCHITECTURAL REVIEW BOARD'S APPROVAL OF THE DESIGN FOR A PROPOSED 5,400 SQUARE-FOOT, TWO STORY TRADITIONAL-STYLE, SINGLE-FAMILY RESIDENCE WITH AN ATTACHED TWO-CAR GARAGE AT 407 OXFORD DRIVE
Recommendation: Deny appeal and uphold ARB approval

SUMMARY

John and Demie Kiragis, and Robert and Kris McNamara, the property owners at 400 and 408 Oxford Drive respectively, are appealing the Rancho Santa Anita Residents' Association (Lower Rancho) Architectural Review Board's (ARB) approval of the design for a proposed 5,400 square-foot, two-story, Traditional-style, single-family residence with an attached two-car garage at 407 Oxford Drive. It is recommended that the Planning Commission deny the appeal and uphold the ARB approval.

BACKGROUND

City Council Resolution No. 6665 sets forth the [City's Single-Family Residential Design Guidelines](#) (*hyperlink*) and in addition, [City Council Resolution No. 6770](#) (*hyperlink*) establishes guidelines and design review procedures for properties within the five, City-designated, Homeowners' Association areas.

An architectural design for a 6,791 square-foot, two-story, 28-foot tall, Tuscan-style home was submitted to the Rancho Santa Anita Residents' Association Architectural Review Board (ARB) for consideration. A hearing was held on July 16, 2015, and several neighboring residents commented that the design was incompatible with the neighborhood, and that the views of the mountains for the residents on the south side of the street would be blocked by a two-story home. The ARB commented that the bulk, mass, and style should be revised to better conform to the character of the neighborhood and that views may be maintained if the upper floor were set back from the front of the ground floor of the house (see Attachment No. 1 for the July 16, 2015 meeting minutes).

A revised architectural design was submitted to the ARB for consideration. The revisions to the design included a lower height (25'-0" from 28'-0"), a smaller size (5,400 square-feet instead of 6,791 square-feet) a new architectural style (Prairie instead of Tuscan), an upper floor that steps back a greater distance from the ground floor at the front of the house, and enhanced landscaping. A hearing was held on August 20, 2015 and several neighboring residents commented that the design was still too large, and that balconies and larger windows on the upper floor impacted the privacy of the neighbors. The ARB commented that the existing large trees block the views of the neighbors residing on the south side of the street more than a new two-story house would, that the newly proposed Prairie architectural style is uninteresting, and that the architect should consider a one-story home (see Attachment No. 2 for the August 20, 2015 meeting minutes).

A third design was submitted, and on September 24, 2015, a hearing was held and several neighboring residents attended and provided a letter (Attachment No. 3 – Comments to the September 24, 2015 ARB Meeting) that focused on their continued concerns regarding size, mass, two-story height, privacy, and the proposed Prairie architectural style. At the conclusion of the meeting, it was agreed that the architect would work directly with two ARB members to address the outstanding design issues (see Attachment No. 4 for the September 24, 2015 meeting minutes).

After working with two ARB members, a fourth design was submitted, and on October 28, 2015, a hearing was held and the architect explained how the design was revised to incorporate characteristics from preferred examples provided by the two ARB members that he worked with. The changes to the design included lowering the grade 1'-0" to allow the pitch of the roof to be increased and have a maximum height of 25'-6" and to plant an additional large tree in the front yard. It was determined that further changes to the design are needed to protect the privacy of the neighbors and to reduce the size of the upper floor of the home (see Attachment No. 5 for the October 28, 2015 meeting minutes).

A fifth design was submitted, and on December 3, 2015, an ARB hearing was held. This current version of the architectural design includes some, but not all of the changes that the ARB requested. Changes included are the elimination of a balcony, the re-arrangement of the floor plan on the upper floor, and the proposed planting of large trees (see Attachment No. 6 for the approved architectural plans). The neighboring residents re-stated their opposition to the design because it is a two-story design that is not characteristic of a Ranch-style neighborhood. In the view of the ARB, the design is harmonious with the neighborhood and consistent with the design guidelines. The ARB approved the design by a vote of 3-1 (see Attachment No. 7 for the December 3, 2015 meeting minutes and the Findings and Action Form).

On December 10, 2015, the ARB approval was appealed by John and Demie Kiragis, and Robert and Kris McNamara who reside at 400 and 408 Oxford Drive, respectively, which are directly across the street from the subject property (Attachment No. 8 – Appeal Letter). The appellants state that the approved design is too large for the lot and is over-sized for the neighborhood, the style conflicts with the established character of the neighborhood, and the privacy of the neighbors will not be adequately protected. The appellant is requesting that the Planning Commission overturn the ARB's approval

of the architectural design. The appellants also state that improper notice (6 days in lieu of 10 required) was provided for the December 3, 2015 meeting at which the final decision was made.

The architect of the approved design provided a letter in response for consideration by the Planning Commission (See Attachment No. 9). The Planning Commission may approve, conditionally approve, or deny the appeal. The Commission's decision may be appealed to the City Council.

PROPOSAL

The subject property is a 17,767 square-foot interior lot, zoned R-0 (See Attachment No. 10 - Aerial and Photos). The property is currently improved with a 1,712 square-foot, one-story, Ranch-style, single-family residence built in 1954. The existing home will be demolished and replaced with the proposed design, which is a 5,400 square-foot, two-story, Traditional-style home (See Attachment No. 6 - Architectural Plans). There are three minor zoning issues that pertain to the design of the circular driveway, the location of the pool equipment in the rear yard, and the location of the pool enclosure fencing. These items are easily correctable and would be identified as correction items in the plan check process. With the exception of these three zoning issues, the proposed design is in compliance with the zoning code and regulations specific to the Lower Rancho Home Owners' Association specified in Resolution 6770.


ANALYSIS

The ARB is charged with the responsibility to ensure that the designs for new homes are consistent with the design guidelines and regulations in Resolution 6770 which are intended to ensure that new homes are harmonious and compatible with the neighborhood. The design guidelines include, but are not limited to, architectural style, massing, site planning, building height, building materials and color.

The appellants claim that the ARB erred in approving the proposed design because it is too massive, not in character with the architectural character of the neighborhood, and does not provide adequate protection for the privacy of the neighbors. The appellants assert in their appeal letter (Attachment No. 8) that the two-story design is too massive to be compatible with the neighborhood. It is stated that the proposed home, at 5,400 square-feet, is significantly larger than the average home in the immediate vicinity (roughly a 300 foot radius) which is 2,800 square-feet. They claim that the appearance of the two-story home will be massive not only because it is adjacent to one-story homes, but also because it is located on the north side of the street, which has a higher grade elevation than the properties on the south side of the street. Therefore, a two-story home on the north side of the street could reduce the views of the mountains for the residents on the south side of the street. In regards to architectural style, it is recorded in the minutes of the five meetings for this project that the opponents to the project identify the style of their neighborhood as Ranch and do not support the proposed Traditional style approved by the ARB. Lastly, it is stated in the appeal letter that the approved two-story design would intrude on the privacy of the immediate neighbors.

Massing

The main elements of the approved design that the opponents to this project find disagreeable are related to size and height of the building which contribute to the massing of the home. Within a 300-foot radius, the lots are all comprised of one-story Ranch-style homes built in the 1950s and there are no newly built homes or homes under construction. There is no set distance or criterion that defines a neighborhood. Consideration of a larger area includes a mix of new and older homes, and provides a context of the changes occurring in the area. When considering this larger area, the character is a blend of high quality one- and two-story homes of various architectural styles such as Ranch, Traditional, French, Contemporary, and Prairie (See Attachment No. 10 for photos of new homes in the vicinity). The size approved for this project (5,400 square-feet) is comparable to the other new homes in the area. This is reflected in the map of the neighborhood shown below which shows nine homes that were approved by the ARB within two blocks of the subject property that have been recently built or are under construction and ranges from 4,492 to 5,225 square feet. Each of these nine new homes was determined by the ARB to be compatible with the neighborhood. In regards to the height of the building, there are already two-story homes being built in the neighborhood and some of them are on the north side of the street. Of the nine new homes shown on the map, six are two-story and two of those are on the north side of the street.

New Construction: Recently Built or Under Construction		
		
481 Oxford Dr.	1-story, 4,492 sq. ft.	Built 2014
474 Oxford Dr.	1-story, 4,919 sq. ft.	Under Construction
444 (448) Oxford Dr.	1-story, 4,822 sq. ft.	Under Construction
438 Oxford Dr.	2-story, 5,225 sq. ft.	Under Construction
327 Oxford Dr.	2-story, 5,179 sq. ft.	Under Construction
475 Cambridge Dr.	2-story, 4,826 sq. ft.	Built 2013
441 Cambridge Dr.	2-story, 5,020 sq. ft.	Built 2015
428 Cambridge Dr.	2-story, 4,848 sq. ft.	Built 2014
414 Cambridge Dr.	2-story, 2,775 sq. ft.	Built 1990
306 Harvard Dr.	2-story, 4,499 sq. ft.	Under Construction

Architectural Style

The Traditional style approved by the ARB blends well with the established neighborhood and shares many characteristics with Ranch-style architecture. The architect worked closely with the ARB and the residents attending the ARB meetings to create a design that would fit into the character of the neighborhood. Over the course of five meetings and five design iterations, the architect changed the style from Tuscan to Prairie and finally to Traditional in response to the comments received. Two-story, Traditional homes are under construction nearby at 438 Oxford Drive and 327 Oxford Drive (identified on the neighborhood map shown above).

Privacy

The subject property is an interior lot with two neighboring properties with one-story homes to the east and west and no neighbor to the north since the northerly property line abuts Colorado Street. Even though privacy is not included as a guideline within Resolution 6770 or the City's Single-Family Residential Design Guidelines, it is appropriate to take extra measures to protect the privacy of the neighbors when there are one-story homes adjacent to a two-story design proposal. The ARB adequately addressed this issue by making the windows on the side elevations as small as the Building Code will allow and by proposing 24"-box hedges alongside the house (See Attachment No. 6 – Architectural Plans). The architect provided additional screening of the home from the neighborhood by proposing two 72"-box Camphor trees and a 60"-box Jacaranda tree in the front yard.

FINDINGS

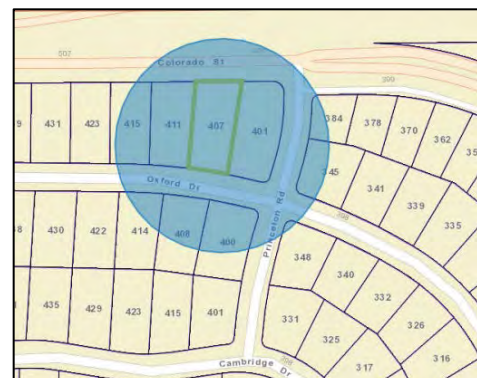
Staff concurs with the ARB findings that the proposed design is consistent with Resolution 6770 and the City's Single-Family Residential Design Guidelines. Therefore, it is recommended that the Planning Commission deny the appeal and uphold the ARB approval of the design.

ENVIRONMENTAL ANALYSIS

The proposed project qualifies as a Class 3 Exemption for new construction of one single-family residence under the requirements of the California Environmental Quality Act (CEQA) per Section 15303(a) of the CEQA Guidelines. Refer to Attachment No. 11 for the Preliminary Exemption Assessment.

PUBLIC COMMENTS

Public hearing notices for this appeal were mailed on December 29, 2015 to the property owners and tenants of those properties within the design review notification area. As of January 7, 2016, staff has not received any public comments on this project.



RECOMMENDATION

It is recommended that the Planning Commission deny the appeal and uphold the ARB approval and find that the project is exempt per Section 15303 of the CEQA Guidelines.

PLANNING COMMISSION ACTION

Approval of Appeal

If the Planning Commission intends to approve the appeal and overturn the ARB approval of the design, the Commission should approve Appeal No. HOA 15-04 and state specifically how, based on the record, the proposed design is not consistent with the City's Single-Family Residential Design Guidelines and/or City Council Resolution No. 6770.

Denial of Appeal

If the Planning Commission intends to deny the appeal and uphold the ARB approval of the design, the Commission should approve a motion that finds the project is Categorically Exempt from the California Environmental Quality Act (CEQA) and that denies Appeal No. HOA 15-04, stating that the design is consistent with the City's Single-Family Residential Design Guidelines, and City Council Resolution No. 6770.

If any Planning Commissioner, or other interested party has any questions or comments regarding this matter prior to the January 12, 2016, Planning Commission Meeting, please contact Assistant Planner, Nick Baldwin by calling (626) 574-5444, or by email to NBaldwin@ArcadiaCA.gov.

Approved:



Jim Kasama
Community Development Administrator

- Attachment No. 1: ARB Minutes of the July 16, 2015 Meeting
- Attachment No. 2: ARB Minutes of the August 20, 2015 Meeting
- Attachment No. 3: Comments from the September 24, 2015 ARB Meeting
- Attachment No. 4: ARB Minutes of the September 24, 2015 Meeting
- Attachment No. 5: ARB Minutes of the October 28, 2015 Meeting
- Attachment No. 6: Architectural Plans approved by the ARB
- Attachment No. 7: ARB Minutes of the December 3, 2015 Meeting and the Findings and Action Form
- Attachment No. 8: Appeal Letter
- Attachment No. 9: Response Letter from the Architect dated December 22, 2015
- Attachment No. 10: Aerial Photo with Zoning Information & Photos of Subject Property and Vicinity
- Attachment No. 11: Preliminary Exemption Assessment

Attachment No. 1

ARB Minutes of the July 16, 2015 Meeting

Rancho Santa Anita Residents Association

Serving the Rancho Santa Anita & College Street Areas

Date: July 20, 2015

Re: 407 Oxford Dr.

Mtg. Date: July 16, 2015

Mtg. Time: 7:30p.m. (open to the public)

The meeting was opened and the following board members were present: **Ernie Boehr, Bob Eriksson, Lou Pappas and Rick Fricke.**

Michael Fox, the architect for the new two story home on 407 Oxford Dr. opened by stating how hard he worked to satisfy both client and the neighborhood and looking for solutions for difference in size of the new homes to the surrounding homes. The design of the home is Tuscan, not overly stated. He said he can play with the massive size of the home to satisfy the Board. The materials he has planned for the home are all high quality down to the stone and wrought iron being installed. He made changes to his original design after talking to the ARB such as breaking down the entry, no longer a large massive look to the front by pushing back the 2nd floor. The entry is recessed, roof height is 28 feet, garage has nice windows to look like part of the house, adding 4 new trees, and curving the line of the driveway. He presented a number of story boards to give visual aid to his presentation.

PUBLIC COMMENTS:

Due the fact that this was a well attended meeting by the neighbors, the mood of the meeting got both passionate and heated from neighbors who have lived in the area for a long time.

The negative comments made by most of the neighbors present were the following: the Tuscan design of the home is not in keeping with the College area's ranch style homes; the almost 6000 sq. ft. size of the home is too big next to the 2500 sq. ft. homes in the area; due to its size, it is blocking the views of the mountains of some neighbors who moved into that neighborhood for that very reason; feeling that developers are not respecting the neighbors who lived in the area for many many years and wonder why new owners need such a large house. There were complaints that the City does not back the longtime homeowners who have paid property taxes all these years and supported Arcadia schools and shopping centers since they allow these massive two story homes that change the whole integrity of the neighborhoods.

Summary of Board Comments:

To address the issue of two story homes, the Board said that the City allows them and ARB's have no say so about that. They can play around with the plan to give the appearance of a one story home by pushing back the second floor. This may or may not solve the problem of neighbors losing their view of the mountains. The architect did comply with the feedback from the Board in making some changes.

Although the design is professionally done, the bulk of the house needs to be shrunk down to fit the neighborhood. The Board cannot stop the Tuscan design but they can massage the style and bulk. The Board explained to the neighbors, that 4 to 5000 sq. foot homes are going to be built in our community. The goal of the Board is to keep the size no larger than 5000. There was a suggestion for the architect to even look at an alternate style. This home would fit nicely somewhere else but not in this neighborhood.

and is suggesting the home be redesigned. The Board would ideally like to see a one story built on this lot. Regarding the curved driveway, a little more space was suggested along with 3 feet rather than 2 feet along the sides for screening.

Although the architect gave a very good presentation, the Board could not pass the plans.

Motion: To deny as presently submitted.

Minutes by: Kathy Henrich

Present at the Meeting: See attached sheet

Attachment No. 2

ARB Minutes of the August 20, 2015
Meeting

Rancho Santa Anita Residents Association

Serving the Rancho Santa Anita & College Street Areas

Date: August 23, 2015

Re: **407 Oxford Dr. - 2nd Review**

Mtg. Date: August 20, 2015

Mtg. Time: 730 p.m. (open to the public)

The meeting was opened at the home of Kevin Tomkins, HOA President, with the following board members present: **Mike La Porte, Bob Eriksson, and Rick Fricke**. Mike La Porte led the meeting for Ernie Boehr who was out of town.

Michael Fox, architect for 407 Oxford Dr., said he made numerous changes by reducing the height of the home from 28 feet to 25 feet and reducing the slope of the roof. The first home he reviewed was a Tuscan style home, but he changed it to a Prairie style home. He took very seriously the comments made by the neighbors at the first meeting. He felt that the Prairie style home has a longer linear look which enhances this special community. He worked on the mass of the home by setting the 2nd floor back further. To be consistent with the set back, he designed a curving line to the driveway. The floorplan of the house is an opened space with the mass of the home pushed back. The elements offer visual interest with the stone cladding, wood trim and a warm palate. He realizes that the landscaping is an important component and looked for a sensible balance with the home by planning a beige concrete driveway, travertine pavers at the front entry and three new trees in the front. He also got rid of the higher base plate by lowering it to accommodate a one step up instead of three in the entry.

PUBLIC COMMENTS:

This meeting was well attended with many expressing their thoughts on this home. The comments were as follows:

1) the home is still too large for the neighborhood at 5400 plus garage and patio; 2) the home is twice the size of the other homes in the area and feel massive two story homes should not be allowed; 3) windows and balcony do not offer enough privacy to the neighbors; 4) the two kitchens planned should be banned; 5) the home should be listed as a 5 bedroom home instead of 4 due to the fact that the yoga room has a bathroom off of it, thus requiring a three instead of a two car garage; 6) the property is on higher ground than the homes across the street to the south; 7) it is not being properly maintained now as it sits vacant leaving the neighbors to feel the lack of integrity from the homeowner towards the feelings of the neighbors; 8) neighbors really questioned whether the owners are really going to live in the home when it is finished.

Summary of Board Comments:

Rick Fricke questioned the designer on his calculations being correct and asked Michael Fox to double check them. The rendering is missing details. He wants to see the dimensions and details of the home to make sure it is being built correctly. Rick did discuss that a possible one story plan would work with a higher roof line with dormers, but the designer said the owners love the size of the back yard and do not want to sacrifice the space.

Bob Ericksson said that two story homes are never turned down but agrees they are too big. He feels the view of the home will not block the neighbor's home across the street due to the fact that the trees in the back of the home in question are so tall now, they already block that view and that the home will not be higher than the trees. He agrees that they will need to design a three car garage as the design stands now. The City would require that.

Mike La Porte would like to see the architect push hard on the owners. He feels the prairie style looks uninteresting. He agrees that the calculations are off on this 4 bdrm 6 bath home according to the plans and also that a third garage will have to be added. Mike also pushed for a one story home.

Kevin Tomkins, in going along the lines of a one story home, suggested building a basement with the yoga room and theater be placed downstairs.

MOTION: The approval is contingent per the above notes along with a change to the floor plan to include a third garage. The horizontal eaves need to be lengthened to follow the true style of a Prairie style home, that the property be maintained before and during construction and that Bob meets with the landscape designer.

Michael Fox will need to bring in sketches to the board before the next meeting.

Minutes by: Kathy Henrich

Present: See Attached Sheet.

Attachment No. 3

Comments from the September 24, 2015
ARB Meeting

Good Evening Ernie and ARB Board Members,

We are writing to once again appeal to you to deny the plans for 407 Oxford Drive for the following reasons:

The proposed project does not relate to anything else in the neighborhood:

- The architectural style has no connection, relationship nor does it compliment any of the existing style homes. This has been discussed at each meeting with the architect and it is dismissed by the owners as they have made very minor changes to their plans. Their actions have shown no desire to work with or compliment the neighborhood with their new home design.
- The size of the project will look out of scale and proportion to the neighbors. The average square footage of the homes in our neighborhood is 2,500 and they want to build a 6,000 sq ft house. They list the house as 5,460 sq ft but do not include the garage and outdoor patio area - increasing the square footage to just under 6,000 sq. ft. They list the house as four bedrooms, 6.5 baths yet they have a Yoga Room, Library and Tea Room, all which could be used as bedrooms. This is a single-family neighborhood and they have two master suites - why? Over the past three months, the owners misrepresented themselves - if they are doing this now - what will they be like when they build the house...and why should the existing neighbors, who have lived and cared for there homes be the ones that are punished if this plan goes through? That is wrong!!
- Additionally, the homes that are directly next door will be affected by the two-story element and the house will invade their privacy, the windows at the rear second floor would need to be higher up or eliminated in order to protect their privacy. The homes across the street will loose a good portion of their view of the mountains - an element that has been raised at each meeting, as this is a property value that will negatively affect the existing homeowners. Not to mention, there are NO two-story homes on the northside of the street for that key reason - it will obstruct the mountain views of the southside homes.
- Importantly, this project will set a new precedent, both in size, two-story and style - all elements that are NOT wanted by the majority of the neighborhood which has been communicated loudly, both with letters and in person by individuals who have attended and spoke up at the past two ARB meetings.

Per Resolution 6770 (which repeals Resolution 5287) pursuant to Ordinance NO. 2287,

Section 2 states: "In accordance with the Arcadia General Plan (the Single-Family Homeowners' Association Architectural Design - or ARB which we are as the Rancho Santa

Anita Residents' Association) directive to protect and preserve the character and quality of its neighborhoods by requiring harmonious design, and to implement Arcadia's Single-Family Residential Design Guidelines."

"Section 3: "...to promote and maintain the quality single-family residential environment of the City of Arcadia, and to protect the property VALUES and ARCHITECTURAL character of such residential environments in those portions of the City in which the residents have formed a homeowners association..."

"Section 4:...It is determined that each building or structure and its landscaping and hardscape on properties within each area should exhibit a Consistent and Cohesive Architectural Style, and be Harmonious and compatible with other structures in architectural style, scale, visual mass, height, width and length, and setbacks..."

"A. Site Planning - 1. Natural amenities such as views, and other features unique to the site should be protected and incorporated into developmental proposals."

"L. Affect on Adjacent Properties and Neighborhood - The impact on adjacent properties shall be addressed, including impacts on privacy and views. First story and second story elements should be designed and articulated to reasonably address these issues, and windows and balconies shall be located to reasonably protect privacy and views of surrounding homes and yards"

In closing Under Section A. Standards for ARB Decisions and Appeals, Section 7. ..."It is determined that the various land use controls, and property regulations as set forth herein are substantially related to maintenance of Arcadia's environment, for the purpose of assuring that the appearance of structures will be compatible and harmonious with the use and enjoyment of surrounding properties...."

We again, turn to you, our ARB Members, to stand tall and support the existing neighbors in denying this plan. This property owner wants to build a home that is oversized, out of scale, negatively affects the surrounding neighbors and has no connection to the style of homes of our neighborhood. This has been repeated over and over again - and not changes. This owner needs to purchase a piece of property in the Oaks or Upper Rancho where they can build a 6,000 sq ft home and fit in - but not in this neighborhood. You as our ARB members have the power to deny this. We ask that you do!! If this is approved this property, as stated in the conclusion of Section 7, "can have a negative impact on the environment of the community, affecting property values, and the quality of life which is characteristic of Arcadia." Please deny this plan!!

Thank you,
Kris and Bob McNamara

Attachment No. 4

ARB Minutes of the September 24, 2015
Meeting

Rancho Santa Anita Residents Association

Serving the Rancho Santa Anita & College Street Areas

Date: September 24, 2015

Re: Reviews- 476 Cambridge, 514 Monte Vista, 407 Oxford & 1018 Encanto

Mtg. Time: 6:30 – 9:30pm (open to the public)

The meeting was opened and the following board members were present: **Ernie Boehr, Bob Eriksson, Lou Pappas, Rick Fricke (missed first meeting) and Kevin Tomkins.**

476 Cambridge

Motion:

A motion was made (Lou made the motion, Bob second) to approve project subject to:

1. Review of landscape plan
2. Standard approval conditions

514 Monte Vista

Motion:

A motion was made (Lou made the motion, Ernie second) to approve project subject to:

1. Review of landscape plan- maybe remove Eucalyptus tree
2. Standard approval conditions
3. Other conditions
 - a) Put in fence or retaining wall on side of property
 - b) Move air-conditioning
 - c) Pool will be a separate approval/ condition- try to get early renderings to review setbacks with the neighbors

407 Oxford

Public Comments:

Meeting was well attended. Kris McNamara read the attached letter. Key concerns were around size, mass, second story- protecting privacy and views of surrounding homes and yards. The biggest complaint was around the style of the house (Prairie), fitting in with the rest of the neighborhood.

Motion:

A motion was made, based on Architect's agreement, to withdrawn application. A motion for continuance was made, carried and unanimously approved. It was suggested that a meeting with one or two board members and the owner and architect would hopefully get them to a point of having a plan that could be approved.

1018 Encanto

Motion:

A motion was made (Rick made the motion, Bob second) to approve project subject to:

1. Review of landscape plan
2. Standard approval conditions
3. Other conditions
 - a) Raise the height of the side windows
 - b) Dormers across the front should be same size

Attachment No. 5

ARB Minutes of the October 28, 2015
Meeting

Rancho Santa Anita Residents Association

Serving the Rancho Santa Anita & College Street Areas

Date: October 29, 2015

Re: 407 Oxford Dr.

Mtg. Date: October 28, 2015

Mtg. Time: 6:30p.m. (open to the public)

The meeting was opened and the following board members were present: **Ernie Boehr, Bob Eriksson, Lou Pappas and Rick Fricke. Kevin Tomkins** as HOA President participated with comments.

Michael Fox, the architect for the new two story home on 407 Oxford Dr. opened by saying he met with two HOA members to look at several styles that has been approved in the area and came away with a short list of homes that the HOA liked. As a result, the design of the home was changed to a more traditional style home with a warmer palette and colors. The floorplan is essentially the same, although a pocket door was added in the dining room to open the home to the back yard. The grading of the home will be lowered a foot to accommodate the increased pitch of the roof due to the new design. The peak will be at 25.6. This change gives the home a gable feel and roof scape. The present city tree will be replaced with a 60 boxed tree. The pad sits in relationship to the curb at 3 feet. A dark grey concrete roof is planned.

PUBLIC COMMENTS:

Various comments were made unrelated to the style of the home but not discussed in length due to the nature of the concerns. Only two neighbors really expressed their feelings on the new design, one liking the design, the other wanting a more Cape Cod style home, which she thought would fit in more with the neighborhood. She also commented on the current lack of upkeep on the present home still standing. The neighbors showed a concern on the circular driveway that was not shown in the plans in the neighbors they received but do show as a part of the new plans. Discussion followed with no changes to the new circular plans.

SUMMARY OF THE BOARD COMMENTS:

It was mentioned that the floor ratio is at 30% which is smaller than the 35% that is allowed and therefore fits into city's criteria. A couple of the Board met with the family and felt the family really want to be a part of the community and are very lovely people. It was determined that the side windows need to be made smaller and set higher to give privacy to the neighbors and that the second floor needs to be set back a foot or more. The front door currently designed needs to be changed to a solid front door.

The problems with the design were the drawings needed to be dimensioned more, the second story is too big for the house and that it is architecturally unbalanced. The architect needs to show the home with the correct elevation in relation to neighboring houses and to get the details worked out. The goal is to make the house look like it belongs there.

Motion: A motion was made to grant a conditional approval along with a chair review of the modifications with Michael Fox and staff, Kevin, Rick and Lou, meeting sooner rather than later and then

final approval to be signed off by Ernie which includes the landscape plan. It was amended to include a neighbor, Khris McNamara, to sit in on the review.

Minutes by: Kathy Henrich

Present at the Meeting:

The Board as listed above

Helen Barrett

Carmi Falabrer

Denice and John Kibages

Pat Colville

Bob and Kris McNamara

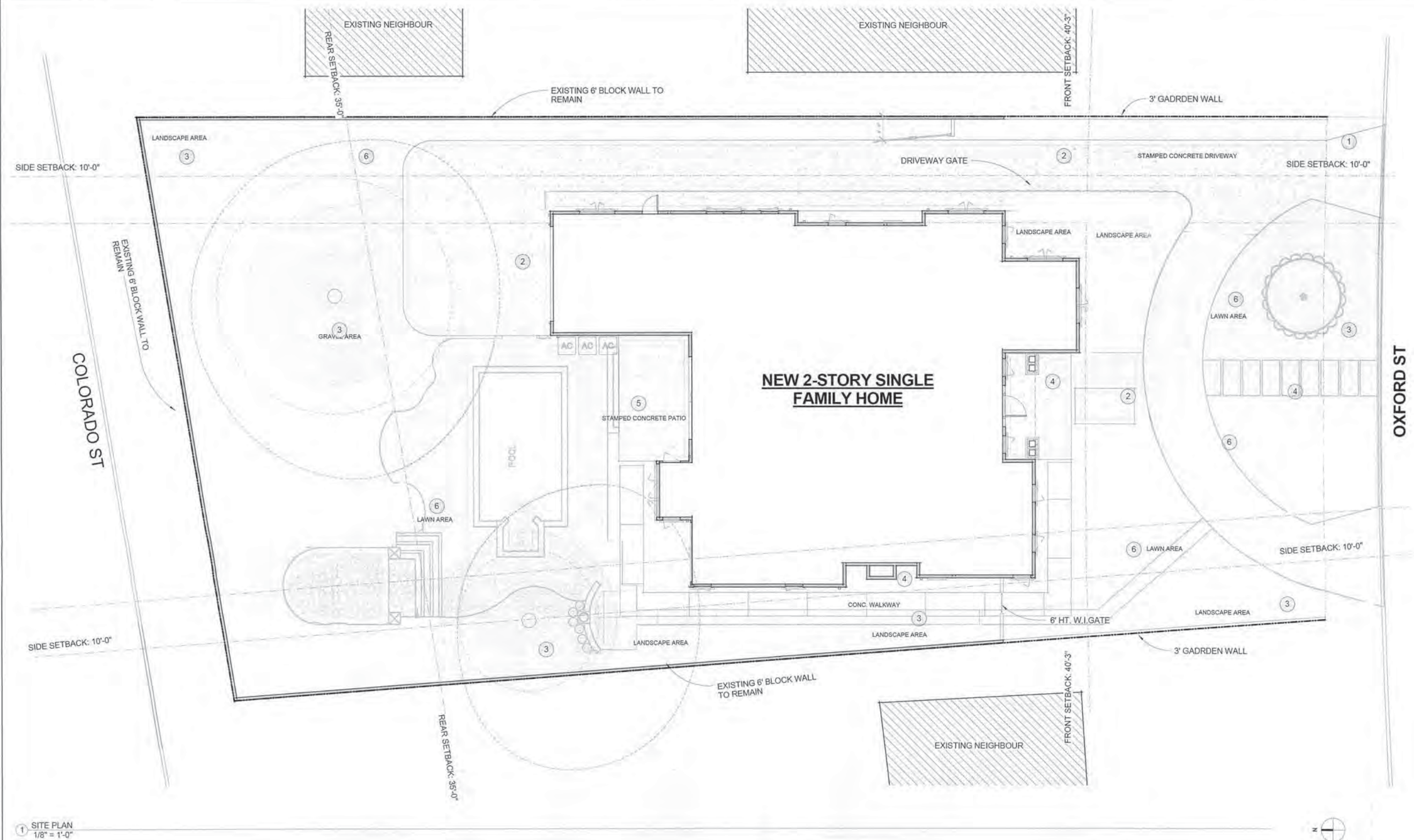
Jeff Stellern

Ray Ballarin

April Verlato - Highland Oaks ARB

Attachment No. 6

Architectural Plans approved by the ARB



1 SITE PLAN
1/8" = 1'-0"

PROJECT DESCRIPTION

PROJECT DESCRIPTION: SINGLE FAMILY HOME
PROJECT ADDRESS: 407 OXFORD DR.,
ARCADIA, CA, 91007
LOT SIZE: 17,767 SF
ACCESSOR PARCEL NUMBER: XXXX-XXX-XXX
ZONING: R-0
NUMBER OF STORY: 2
DEMOLITION: ALL EXISTING UNITS
OCCUPANCY GROUP: R-3/U
CONSTRUCTION TYPE: V-S
FIRE SPRINKLER: FULLY SPRINKLER

CODES:
2013 CALIFORNIA RESIDENTIAL (CRC)
2013 CALIFORNIA ELECTRICAL (CEC)
2013 CALIFORNIA ENERGY CODE (ENES)
2013 CALIFORNIA MECHANICAL (CMC)
2013 CALIFORNIA PLUMBING (CPC)
2013 CALIFORNIA FIRE CODE (CFC)
2013 CALIFORNIA BUILDING CODE (CBC)
2013 ENERGY (ENS) WITH LOCAL
ADDITIONS
2013 CALIFORNIA GREEN
BUILDING STANDARD CODE
AND CODES WITH LOCAL
ADDITIONS

SCOPE OF WORK:
CONSTRUCT NEW 2-STORY SINGLE-FAMILY-RESIDENTIAL
HOME OF TUSCAN STYLE

SITE DATA / BUILDING DATA

LOT AREA: 17,767 SF
BEDROOMS / BATHS: 4 BEDROOMS, 8.5 BATHS
PARKING SPACES: 2-CAR GARAGE
LIVING AREA: FIRST FLOOR LIVING AREA: 3,720 SF
SECOND FLOOR LIVING AREA: 1,680 SF
TOTAL LIVING AREA: 5,400 SF
LOT COVERAGE: FIRST FLOOR LIVING AREA: 3,720 SF
GARAGE: 420 SF
COVERED PORCH: 92 SF
TOTAL LOT COVERAGE: 4,232 SF

SOFTSCAPE AT FRONT SETBACK:
TOTAL SOFTSCAPE AT FRONT: 997 SF
TOTAL REQUIRED FRONT AREA: 1,625 SF
= 61 (60% MIN)

HARDSCAPE AT FRONT SETBACK:
TOTAL SOFTSCAPE AT FRONT: 628 SF
TOTAL REQUIRED FRONT AREA: 1,625 SF
= 39 (40% MAX)

NOTES

- ALL NEW CONSTRUCTION REQUIRES RESIDENTIAL FIRE SPRINKLERS, FIRE SPRINKLER DESIGN AND INSTALLATION SHALL BE ACCORDINGLY TO THE STANDARDS APPROVED BY THE FIRE DEPARTMENT. PLANS SHALL BE SUBMITTED DIRECTLY TO THE FIRE DEPARTMENT FOR REVIEW AND FOR THE REQUIRED PERMITS PRIOR TO CONSTRUCTION OR INSPECTIONS.
- ALL CONCRETE BLOCK WALL FENCE SHALL BE SUBMITTED UNDER SEPARATE PERMIT.
- PEDESTRIANS SHALL BE PROTECTED DURING CONSTRUCTION, REMODELING AND DEMOLITION ACTIVITIES. SIGN SHALL BE PROVIDED TO DIRECT PEDESTRIAN TRAFFIC. BARRIERS SHALL BE CONSTRUCTED FOR CBC 3306.6. COVERED WALKWAYS SHALL COMPLY WITH CBC 3306.7.
- TREE PROTECTION NOTES: FOR EXISTING TREES TO REMAIN ON SITE, NO DAMAGE ALLOWED TO CANOPY OR ROOT SYSTEMS, PROTECTIVE FENCING AS NECESSARY, AND TREES ARE TO BE DEEP-WATERED 1-2 TIMES PER MONTH OR AS PER REQUIRED TO KEEP THEM HEALTHY UNTIL IRRIGATION IS INSTALLED.
- CONDITIONAL USE PERMIT (CUP) REQUIRED FOR PROJECT.
- LANDSCAPING REQUIRED (LANDSCAPING MUST BE PROVIDED AND MAINTAINED THROUGHOUT REQUIRED SETBACKS, IN UNIMPROVED CITY RIGHT-OF-WAY ADJACENT TO THE PROPERTY AND OTHER AREAS VISIBLE FROM A PUBLIC RIGHT OF WAY WHERE NOT USED FOR ACCESS. LANDSCAPING MUST CONSIST OF AN EFFECTIVE COMBINATION OF TREES, GROUND COVER AND SHRUBBERY. ALL LANDSCAPED AREAS MUST HAVE A PERMANENT AUTOMATED UNDERGROUND FULL COVERAGE IRRIGATION SYSTEM.

SITE PLAN KEYNOTES:

1	CONSTRUCT NEW DRIVEWAY APPROACH PER CITY STANDARD
2	STAMPED CONCRETE DRIVEWAY
3	DROUGHT TOLERANT LANDSCAPE
4	CONCRETE WALKWAY
5	STAMPED CONCRETE PATIO
6	LAWN AREA

THESE PLANS HAVE BEEN REVIEWED AND APPROVED BY THE ARCHITECTURAL REVIEW BOARD (ARB) OF THE RANCHO SANTA ANITA HOMEOWNERS ASSOCIATION. HOMEOWNER UNDERSTANDS AND AGREES THAT ANY DEVIATION FROM THESE APPROVED PLANS, ASSENT PRIOR WRITTEN AUTHORIZATION FROM THE ARB, CONSTITUTE REASONABLE GROUNDS FOR THE REMOVAL OF NON COMPLIANT IMPROVEMENTS AT THE OWNERS EXPENSE.

DATE: 10/9/15 BY: HOMEOWNER
DATE: 10/9/15 BY: ARB

- GENERAL NOTES**
- DO NOT SCALE DRAWINGS. DIMENSIONS GOVERN.
 - ALL DIMENSIONS ARE TO FACE OF STRUCTURE (F.O.S.), UNLESS OTHERWISE NOTED.
 - ALL DIMENSIONS SHOULD BE VERIFIED ON SITE BEFORE PROCEEDING WITH THE WORK.
 - AS-BUILT CONDITIONS TO BE VERIFIED.
 - ANY INCONSISTENCIES OR UNFORESEEN CONDITIONS TO BE REVIEWED BY THE ARCHITECT PRIOR TO PROCEEDING WITH CONSTRUCTION.
 - DRAWINGS REPRESENT DESIGN INTENT ONLY - CONTRACTOR RESPONSIBLE FOR MEANS AND METHODS.

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Oxford Residence

OXFORD RESIDENCE
407 OXFORD DR., LOS ANGELES CA. 91007

Client

Guomin Ding

Project Status: HOA Approval

Date: Rev # Reason for Issue V by

Title: SITEPLAN

Job #: 1451

Original Size: 24 x 36

Date: 11/30/2015 2:33:24 PM

Revision #

Drawing #

A1.1

- GENERAL NOTES**
1. DO NOT SCALE DRAWINGS. DIMENSIONS GOVERN.
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Client
Guomin Ding

Project Status: HOA Approval

Date Rev # Reason for Issue ✓ by

Title
Area Schedule

Job #
1451

Original Size
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Date
12/1/2015 12:14:48 AM

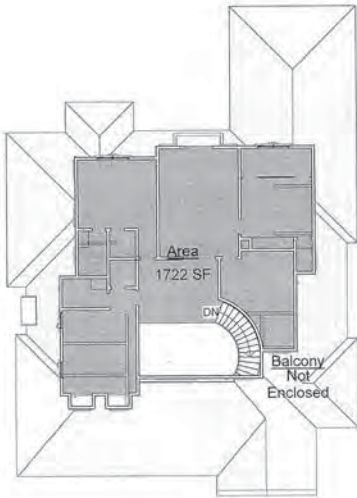
Revision #

Drawing #

A1.2

Building Area Legend

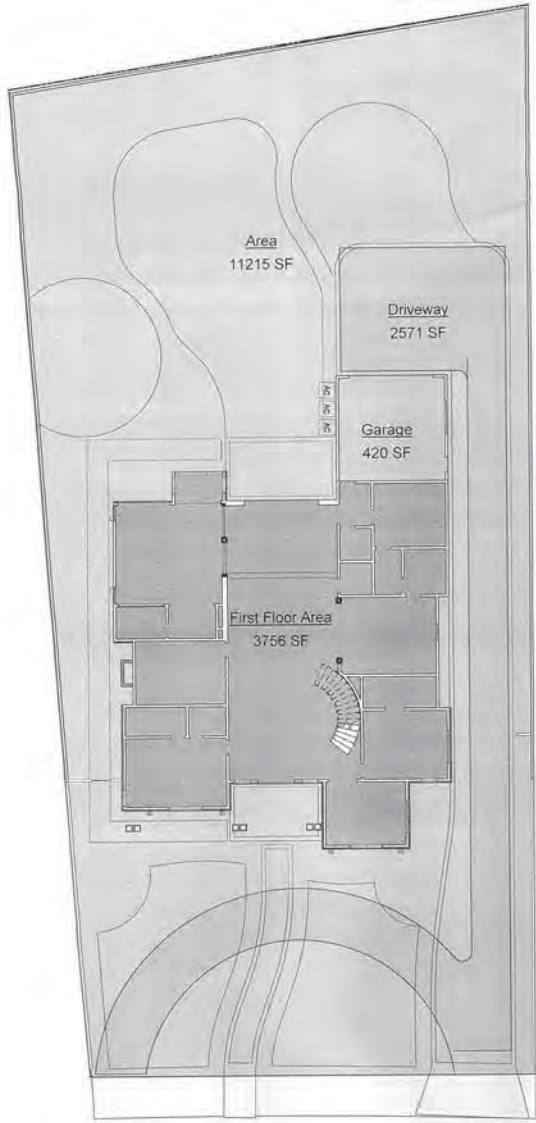
■ 1722 SF



① 2ND F.F.
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Building Area Legend

■ 420 SF
■ 2571 SF
■ 3756 SF
■ 11215 SF

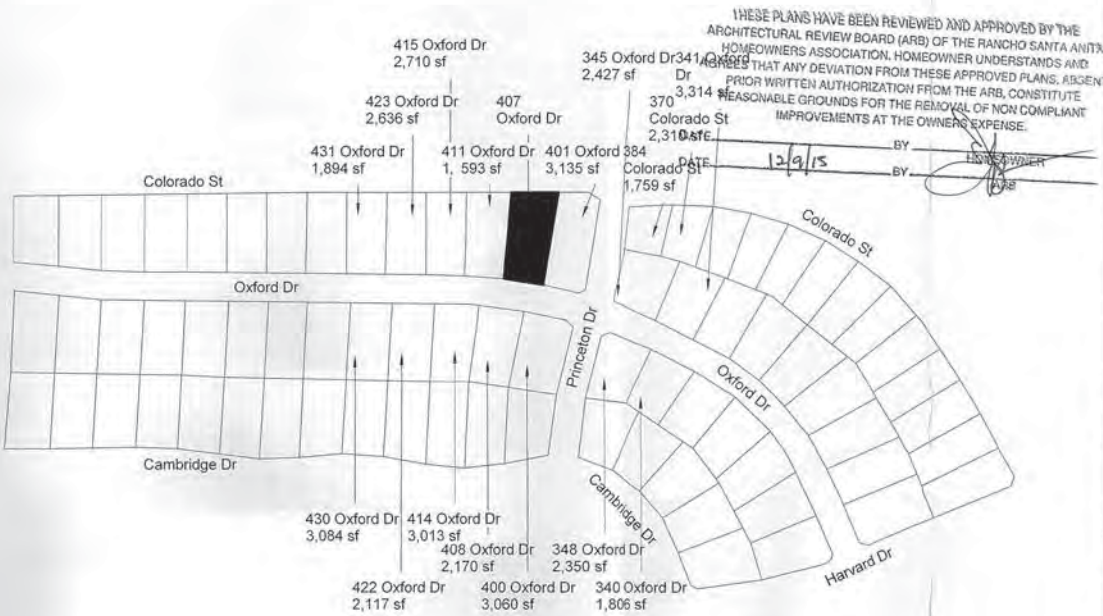


② FINISH FLOOR
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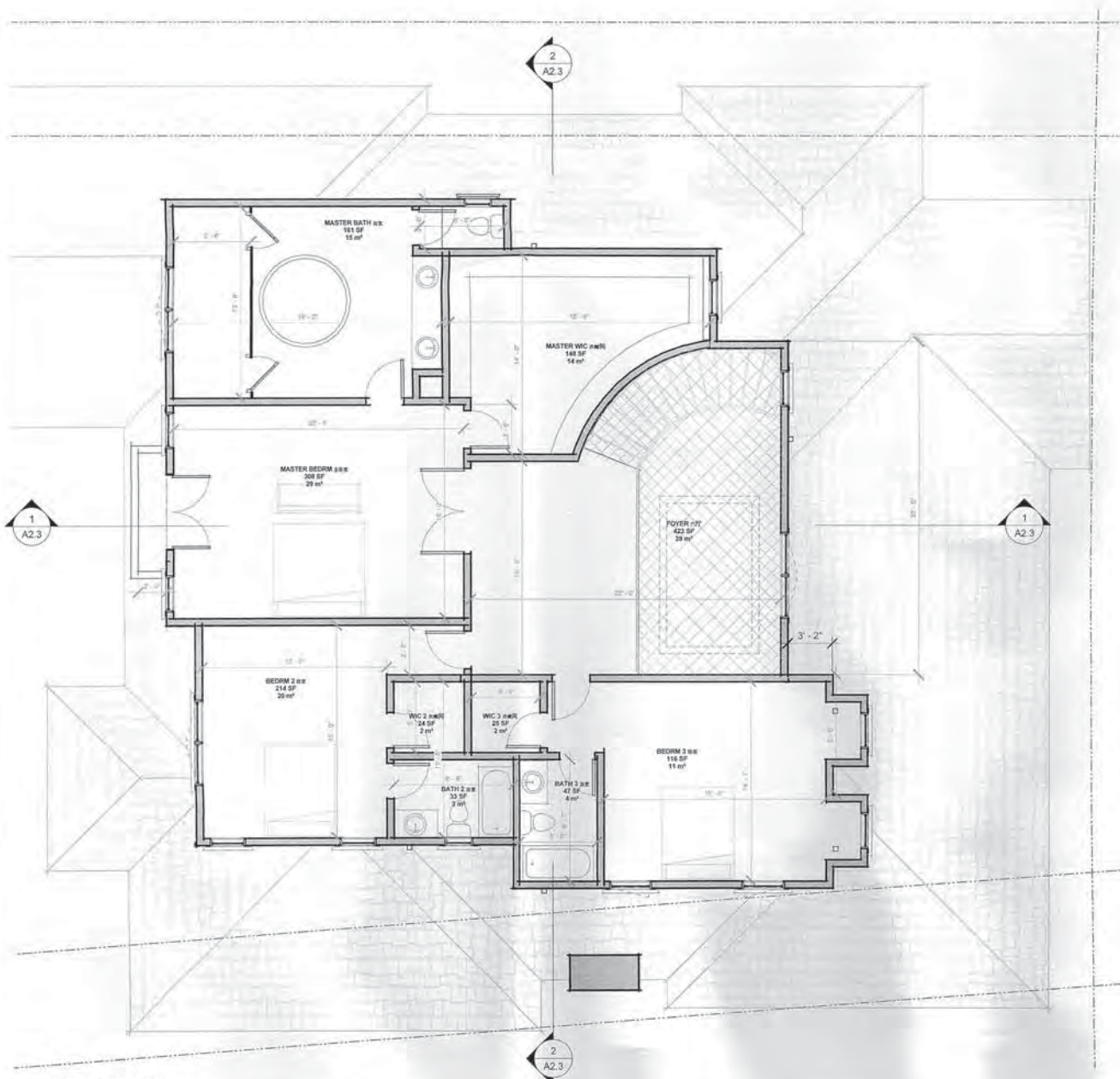


SITE DATA / BUILDING DATA

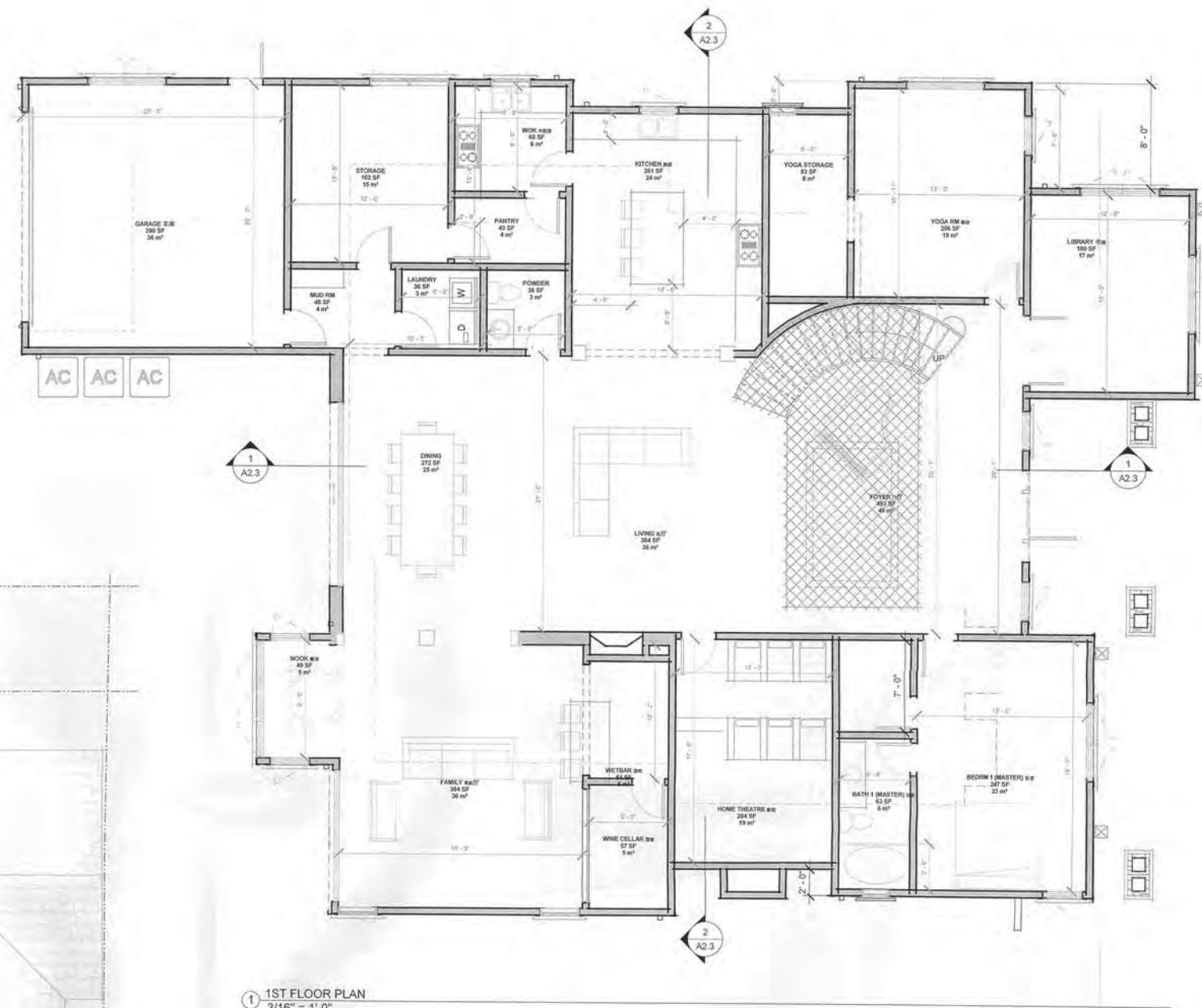
LOT AREA:	17,767 SF
BEDROOMS: / BATHS:	4 BEDROOMS, 6.5 BATHS
PARKING SPACES:	2-CAR GARAGE
LIVING AREA:	FIRST FLOOR LIVING AREA: 3,756 SF
	SECOND FLOOR LIVING AREA: 1,722 SF
	TOTAL LIVING AREA: 5,478 SF
LOT COVERAGE:	FIRST FLOOR LIVING AREA: 3,756 SF
	GARAGE: 420 SF
	COVERED PORCH: 92 SF
	TOTAL LOT COVERAGE: 4,268 SF



Parcel Map
3/4" = 1'-0"



2 2ND FLOOR PLAN
3/16" = 1'-0"



1 1ST FLOOR PLAN
3/16" = 1'-0"

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DATE 12/9/15 BY [Signature] HOMEOWNER
DATE 12/9/15 BY [Signature] ARB

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Client
Guomin Ding

Project Status: HOA Approval

Date	Rev #	Reason for Issue	by
Title FLOOR PLANS			
Job # 1451			
Original Size 24 x 36			
Date 11/30/2015 10:52:29 PM			
Revision #			
Drawing # A2.1			



- GENERAL NOTES**
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DATE 12/9/15 BY [Signature]
DATE 12/9/15 BY [Signature]

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Client
Guomin Ding

ELEVATIONS

SCALE: 3/16" = 1'-0"

EXTERIOR FINISH SCHEDULE

NO.	MATERIAL	FINISH	COLOR	MANUFACTURE
1	CONCRETE ROOF TILE	CEDAR-LITE	SILVERWOOD	BORAL ROOFING
2	WOOD SIDING	JAMES HARDIE WOOD SIDING	ASH GREY	JAMES HARDIE
3	WINDOW (2" RECESSED)	PREMIUM VINYL	WHITE	JELDWEN
4	WOOD COLUMN	WOOD	DEW341 SWISS COFFEE	DUNN EDWARDS PAINT
5	FASCIA BOARDS	PAINTED, 2X4	DEW341 SWISS COFFEE	DUNN EDWARDS PAINT
6	CROWN MOULDING	PAINTED	DEW341 SWISS COFFEE	DUNN EDWARDS PAINT
7	WOOD TRIM	PAINTED	DEW341 SWISS COFFEE	DUNN EDWARDS PAINT
8	WROUGHT IRON	MATT FINISH	BRONZE	IRONWORKS
9	WOOD TRIM	WOOD	DEW341 SWISS COFFEE	DUNN EDWARDS PAINT
10	DOWN SPOUT/ RAIN GUTTER	ALUMINUM	WHITE	IRONWORKS
11	STONE VENEER	FIELDLEDGE	UMBRIA	ELDORADO STONE
12	EXTERIOR LIGHTING	-	GRAPHITE	MAXIM
13	GARAGE DOORS	OAK SUMMIT COLLECTION	WALNUT	AMARR
14	DECORATIVE SHROUD	SHEET METAL	BRONZE	FIREPLACE GUYS
15	WOOD SHUTTER	PAINTED	DARK GREEN	ATLANTIC SHUTTER

Project Status: HOA Approval

Date Rev # Reason for Issue

Title
ELEVATIONS

Job #
1451

Original Size
24 x 36

Date
11/30/2015 11:40:56 PM

Revision #

Drawing #

SECTIONS SCALE: 3/16" = 1'-0"

SECTION NOTES

- i. PROVIDE 5/8" TYPE 'X' GYPSUM BOARD ON ALL WALLS AND CEILING
- ii. PROVIDE 5/8" TYPE 'X' GYPSUM BOARD ON GARAGE WALLS AND CEILING, SEPARATING HABITABLE SPACE
- iii. PROVIDE INSULATION TO ALL EXTERIOR WALLS, FLOORS ABOVE GARAGE AND CEILING SEPARATING THE ATTIC: R-15 & R-30 & R-19
- iv. FIRST FLOOR W/ CONCRETE SLAB ON GRADE
- v. SECOND FLOOR WITH OPTION 3/4" GYPCRETE OVER 5/8" PLYWOOD OVER JOIST
- vi. SEE ROOF PLAN FOR ROOF SLOPES

- GENERAL NOTES
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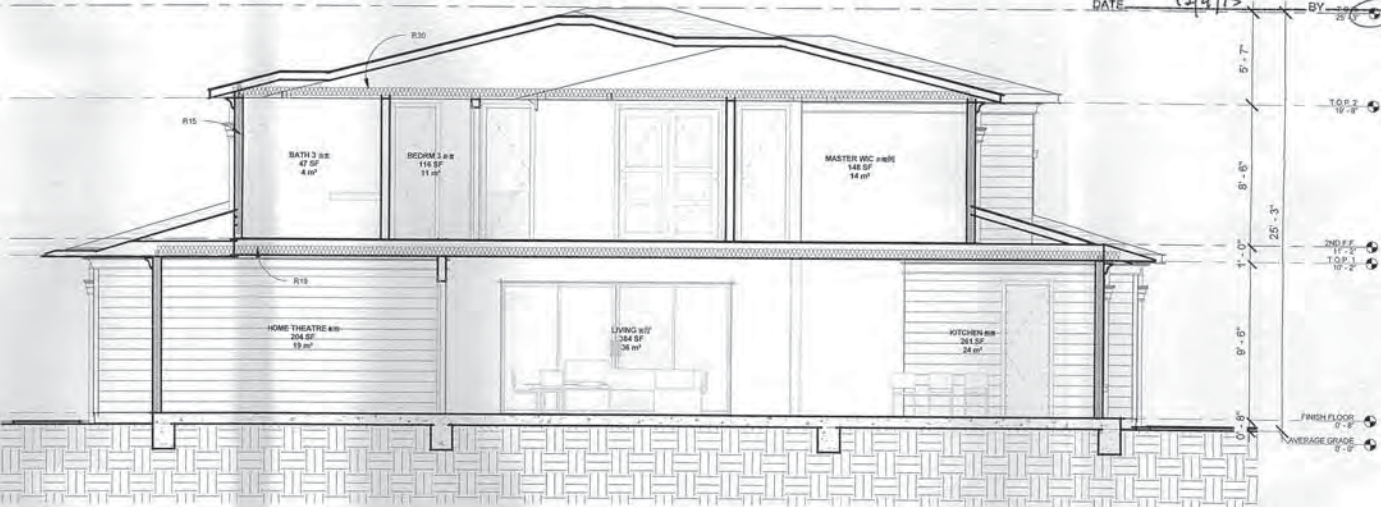
Project Status: HOA Approval

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DATE 12/9/15 BY HOMEOWNER



Section 1
3/16" = 1'-0"



Section 2
3/16" = 1'-0"

Date Rev # Reason for Issue

SECTIONS

Job # 1451

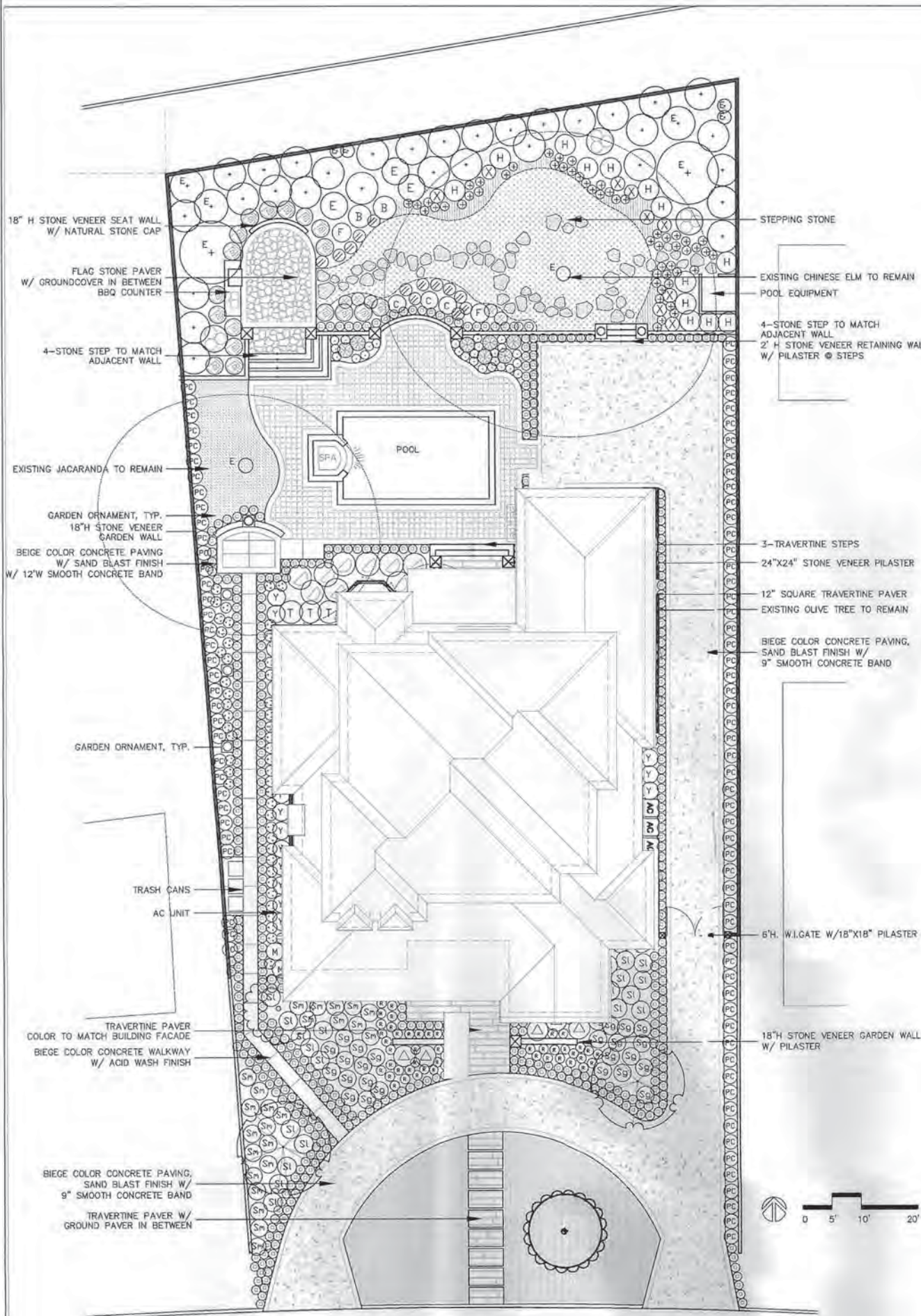
Original Size 24 x 36

Date 11/30/2015 11:01:00 PM

Revision #

Drawing #

A2.3





PLANTING NOTES

1. PLANTS SHALL BE OF NO.1 GRADE CONFORMING TO CA. STANDARD GRADING CODE OF NURSERY STOCKS. AVERAGE FOR THE CONTAINER SIZE, HEALTHY, VIGOROUS AND FREE FROM INSECT INFESTATION AND DISEASES.
2. WORK PROCEDURES APPLYING TO ALL PLANTING AREAS PRIOR TO PLANT MATERIAL INSTALLATION- (1) ALL DEBRIS, RUBBISH, WEEDS, ROCKS, ETC., SHALL BE CLEARED FROM SITE PRIOR TO PLANT INSTALLATION, (2) FINISH GRADE ARE FREE OF WATER POCKETS, AND GRADE TO ONE INCH FROM TOP OF CURBS OR PAVING; CONTRACTOR TO VERIFY ALL GRADING WORK WITH GRADING PLAN.
3. GROUND COVER INDICATED AREA SHALL BE CONTINUOUS UNDER SHRUBS.
4. PLANTING AREAS WHICH HAVE NO GROUND COVER SHALL RECEIVE 2" MIN. LAYER OF MULCH AS A GROUND COVER.
5. TOPSOIL, IF REQUIRED, SHALL CONSIST OF SANDY-LOAM TEXTURE FERTILE SOIL WITH A PH RANGE OF 6.5 - 7.5 AND AN E.C.E. VALUE THAT DOES NOT EXCEED 3.0.
6. SOIL PREPARATION- ALL PLANTED AREAS SHALL RECEIVE THE FOLLOWING AMENDMENTS PER 1,000 SQ. FT. OF SURFACE AREA. ROTO-TILL AMENDMENTS TO A DEPTH OF 6".
- (1) 200 LBS GRO-POWER.
- (2) 4 CUBIC YARDS NITROGENIZED, MINERALIZED FIR BARK OR REDWOOD SHAVINGS
- (3) APPLY PRE-EMERGENT WEED KILLER (DEVRIINOL-STAUFFER CHEMICAL CO.)
- (4) ADD 8 LBS OF GRO-POWER CONTROLLED RELEASE 12-8-8 PER CUBIC YARD OF MIX
- (5) APPLY DAMPENED ORGANIC MULCH 1" THROUGH-OUT ALL PLANTING AREAS
7. PLANT PITS SHALL BE TWICE AS WIDE AND DEEP AS THE PLANT ROOT BALL. BACKFILL AND COMPACT TO 80%, WITH 60% EXCAVATED SITE SOIL AND 40% FIR BARK, UNLESS OTHERWISE NOTED. PROVIDE GRO-POWER PLANT TABLETS AT THE FOLLOWING RATES: 1 GAL-2, 5 GAL-3, 15 GAL-10, 24" BOX AND UP- 14.
8. BACKFILL FOR FERNS, AZALEAS AND CAMELLIAS SHALL CONSIST OF THE FOLLOWING MIX:
- 1 LB. OF BONE-MEAL PER CUBIC YARD OF MIX
- 1/3 CANADIAN PEAT MOSS
- 1/3 SANDY-LOAM TOPSOIL
- 1/3 LEAF MOLD
- 2LBS. 3N 3P 3K ALL ORGANIC FERTILIZER PER CUBIC YARD

PLANTING LEGEND

QUANTITY	BOTANICAL NAME	COMMON NAME
1	CHAMAEROPS HUMILIS	
36" BOX SIZE	MEDITERRANEAN FAN PALM (M.E.)	

TREES

	EXISTING TREES TO REMAIN				
	<table><tr><td>2</td><td>LAGERSTROEMIA INDICA 'WHITE'</td></tr><tr><td>48" BOX</td><td>CAPE MYRTLE (L.D.)</td></tr></table>	2	LAGERSTROEMIA INDICA 'WHITE'	48" BOX	CAPE MYRTLE (L.D.)
2	LAGERSTROEMIA INDICA 'WHITE'				
48" BOX	CAPE MYRTLE (L.D.)				

2	CINNAMOMUM CAMPHORA (USE DBL TRUNK SPECIMENS)	72" BOX	CAMPOR (L.E.)
35	FICUS MICROCARPA 'NITIDA'	25 GAL	INDIAN LAUREL FIG (M.E.)
1	JACARANDA ACUTIFOLIA (MULTI-TRUNKED)	60" BOX	SAUCER-MAGNOLIA

LRG. SHRUBS

3	PHORMIUM TENAX 'PINK STRIP'	5 GAL.	NEW ZEALAND FLAX (M.E.)
5	AGAVE ATTENUATA	5 GAL.	FOXTAIL AGAVE (L.E.)
10	SALVIA LEUCANTHA	5 GAL.	MEXICAN SAGE BUSH (L.E.)
3	ECHINUM FASTUOSUM	5 GAL.	PRIDE OF MADEIRA (L.E.)
12	ALYOGYNE HUEGELII	5 GAL.	BLUE HIBISCUS (L.E.)
2	BOUGAINVILLEA 'ROSENKA'	5 GAL.	BOUGAINVILLEA (L.E.)
3	CEANOTHUS G. H. 'YANKEE POINT'	5 GAL.	WILD LILAC (L.E.)
4	CAMELLIA JAPONICA	5 GAL.	CAMELLIA (H.E.)
6	STRELITZIA REGINAE	5 GAL.	BIRD OF PARADISE (M.E.)
87	PRUNUS CAROLINIANA	24" BOX	CAROLINA LAUREL CHERRY (M.E.) (BRIGHT AND TIGHT) (SPACE 4'-6" O.C.)
4	RHAPHIOLEPIS INDICA 'SPRINGTIME'	5 GAL.	INDIA HAWTHORN (M.E.)

SHRUBS

2	PENNISETUM SETACEUM 'RUBRUM'	5 GAL.	FOUNTAIN GRASS (M.E.)
3	CISTUS PURPUREUS	5 GAL.	ORCHID ROCKROSE (L.E.)
18	ROSA 'ICEBERG'	5 GAL.	WHITE SHRUB ROSE (M.E.)
34	ROSA SPP.	5 GAL.	ROSE (M.E.)
3	MISCANTHUS SINENSIS 'GRACILLIMUS'	5 GAL.	MAIDEN GRASS (M.E.)
36	ROSMARINUS OFFICINALIS 'TUSCAN BLUE'	5 GAL.	ROSEMARY (L.E.)
8	SALVIA GREGGII 'PINK'	5 GAL.	PINK AUTUMN SAGE (L.E.)
12	SALVIA MICROPHYLLA 'HOT LIPS'	5 GAL.	HOT LIPS SAGE (L.E.)
5	ACANTHUS SPINOSUS	5 GAL.	ARMED BEAR'S BREECH (M.E.)
5	NEPETA FAASSENI	1 GAL.	CATMINT (L.E.)
10	LAVANDULA X HETEROPHYLLA	1 GAL.	SWEET LAVENDER (L.E.)
48	AGAPANTHUS 'PETER PAN'	1 GAL.	LILY-OF-THE-NILE (M.E.)

433	BUXUS MICROPHYLLA JAPONICA	1 GAL.	JAPANESE BOXWOOD (M.E.) (5 GAL AT FRONT YARD)
315	HEMEROCALLIS SPP.	1 GAL.	DAY LILY (M.E.)
315	BACCHARIS PILULARIS 'TWIN PEAKS'	1 GAL.	DWARF COYOTE BRUSH (L.E.)

GROUND COVER

1,002 SF	MARATHON II SODDED FESCUE	SOD	TURF (H.E.)
253 SF	TRACHELOSPERMUM JASMINOIDES	FLATS	STAR JASMINE (M.E.)
1151 SF	DYMONDIA MARGARETAE	FLATS	SILVER CARPET (L.E.)
105 SF	IMPATIENS WALLERIANA	FLATS	IMPATIENS (M.E.)

NOTE: (L)-LOW, (M)- MODERATE, (H)- HIGH, (E)- EVERGREEN, (D)- DECIDUOUS

9. CONTRACTOR TO INSTALL AND MAINTAIN PLANTING IN ACCORDANCE WITH THE GOVERNING AGENCY'S GUIDELINES AND SPECIFICATIONS UNLESS NOTED OTHERWISE IN THESE NOTES OR ON THE PLANS.
10. MAINTENANCE OPERATIONS SHALL BEGIN IMMEDIATELY AFTER EACH PLANT IS PLANTED AND SHALL BE CONTINUED SATISFACTORILY FOR A PERIOD OF 90 DAYS AFTER THE TIME OF ALL ITEMS OF THE WORK HAVE BEEN COMPLETED TO THE SATISFACTION OF THE OWNER AND LANDSCAPE ARCH.
11. AT THE END OF THE MAINTENANCE PERIOD, THE CONTRACTOR SHALL REQUEST A FINAL INSPECTION. IF THE AREA IS NOT MAINTAINED TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT, OWNER OR THE GOVERNING AGENCY, THE MAINTENANCE OPERATION WILL CONTINUE AT NO COST TO THE OWNER UNTIL ALL ITEMS NEEDING ATTENTION REACH SATISFACTION TO THE ABOVE LISTED PARTY.
12. MAINTENANCE FOR AREAS MINIMUM 90 DAYS INCLUDED IN CONTRACT TO BE AS FOLLOWED:
- (a) PROPER LIGHT WATERING 5 TIMES DAILY
- (b) FERTILIZATION- REFERTILIZE 30 DAYS AFTER PLANTING
- (c) WEED CONTROL- RE-APPLY PRE-EMERGENT HERBICIDE AFTER 25 DAYS & CONTINUE AS NEEDED
- (d) PEST CONTROL- AS NEEDED
- (e) CONTRACTOR TO ERADICATE ALL WEED GROWTH PRIOR TO HYDROSEEDING AND REPEAT WATERING 4 TIMES DAILY FOR TWENTY-ONE (21) CONSECUTIVE DAYS UNTIL ALL WEEDS HAVE GERMINATED
13. CONSTRUCTION AROUND EXISTING TREES MUST BE CAREFULLY CONTROLLED AND LIMITED TO ACCESS IN ORDER TO MAINTAIN PROPER SOIL CONDITIONS. SKILLED PRUNING OF THE TREE CANOPIES AND BRANCHES SHOULD BE DONE AT THE DIRECTION OF A CERTIFIED ARBORIST TO REMOVE ANY DEAD OR BROKEN BRANCHES, AND TO PROVIDE THE NECESSARY CLEARANCE FOR THE CONSTRUCTION EQUIPMENTS.

THESE PLANS HAVE BEEN REVIEWED AND APPROVED BY THE ARCHITECTURAL REVIEW BOARD (ARB) OF THE RANCHO SANTA ANITA HOMEOWNERS ASSOCIATION. HOMEOWNER UNDERSTANDS AND AGREES THAT ANY DEVIATION FROM THESE APPROVED PLANS, ABSENT PRIOR WRITTEN AUTHORIZATION FROM THE ARB, CONSTITUTE REASONABLE GROUNDS FOR THE REMOVAL OF NON COMPLIANT IMPROVEMENTS AT THE OWNERS EXPENSE.

DATE 12/8/15 BY Robert E. [Signature]

GENERAL NOTES

1. DO NOT SCALE DRAWINGS. DIMENSIONS GOVERN.
2. ALL DIMENSIONS ARE TO FACE OF STRUCTURE (F.O.S.), UNLESS OTHERWISE NOTED.
3. ALL DIMENSIONS SHOULD BE VERIFIED ON SITE BEFORE PROCEEDING WITH THE WORK.
4. AS-BUILT CONDITIONS TO BE VERIFIED.
5. ANY INCONSISTENCIES OR UNFORESEEN CONDITIONS TO BE REVIEWED BY THE ARCHITECT PRIOR TO PROCEEDING WITH CONSTRUCTION.
6. DRAWINGS REPRESENT DESIGN INTENT ONLY - CONTRACTOR RESPONSIBLE FOR MEANS AND METHODS.

foxlin architectural design & consulting

392 Camino De Estrella San Clemente, CA 92672

949 325 3001 phone 949 203 3337 fax foxlin.com web info@foxlin.com email

Oxford Residence

OXFORD RESIDENCE 407 OXFORD DR, LOS ANGELES CA, 91007

Client

Guomin Ding

Project Status: HOA Approval

Title: LANDSCAPE PLAN

Job # 1451

Original Size 24 x 36

Date

Revision #

Drawing #



1 BBQ COUNTER 烧烤台



2 STEPS AND PLANTING 踏步植栽



3 POOL COPING AND ADJACENT PAVING 泳池及周邊



4 OUTDOOR LIVING SPACE 室外活動區域



1 CORYMPHOCARPUS LAMBERTII 金絲楠



2 LIGULASTROCHIA INDICA 'FIREW' 草花



3 ROSA 'RADAZZ' 玫瑰



1 PLANTING BY DRIVEWAY 車道兩側植栽



2 DRIVEWAY PLANTING 車道植栽



3 DRIVEWAY PLANTING 車道植栽



5 BRUSCA MICROPHYLLA 'JAPANESE BEAUTY' 金絲楠



3 ROSA 'CHINA DOLL' 玫瑰



6 SEASONAL COLOR PLANTS 季節性植物



4 GARDEN WALL & PILASTER 花牆及壁柱



3 PLANTING BY CONCRETE WALKWAY 混凝土步道兩側植栽



5 GARDEN ORNAMENT 園藝裝飾



4 SEASONAL COLOR PLANTS 季節性植物

PRELIMINARY LANDSCAPE PLAN

407 OXFORD DRIVE, ARCADIA, CA 91007

SCALE: 1/8"=1'-0"

O' SPRING STUDIO
LANDSCAPE ARCHITECTURE • ARCHITECTURE • PLANNING • URBAN DESIGN

797 SAN REMO, IRVINE, CA 92606

T 949 423 5000

THIS PLAN HAS BEEN REVIEWED AND APPROVED BY THE ARCHITECTURAL REVIEW BOARD (ARB) OF THE RANCHO SANTA ANITA HOMEOWNERS ASSOCIATION. HOMEOWNER UNDERSTANDS AND AGREES THAT ANY DEVIATION FROM THESE APPROVED PLANS, ABSENT PRIOR WRITTEN AUTHORIZATION FROM THE ARB, CONSTITUTE REASONABLE GROUNDS FOR THE REMOVAL OF NON COMPLIANT IMPROVEMENTS AT THE OWNER'S EXPENSE.

DATE: 12/9/15 BY: [Signature]

DATE: 12/9/15 BY: [Signature]

- GENERAL NOTES**
1. DO NOT SCALE DRAWINGS. DIMENSIONS GOVERN.
 2. ALL DIMENSIONS ARE TO FACE OF STRUCTURE (F.O.S.), UNLESS OTHERWISE NOTED.
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 6. DRAWINGS REPRESENT DESIGN INTENT ONLY - CONTRACTOR RESPONSIBLE FOR MEANS AND METHODS.

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Oxford Residence
OXFORD RESIDENCE
407 OXFORD DR. LOS ANGELES CA, 91007

Client

Guomin Ding

Project Status: HOA Approval

Date: Rev #: Reason for Issue: [Signature]

Title: LANDSCAPE PLAN

Job #: 1451

Original Size: 24 x 36

Date: 11/9/2015 3:33:06 PM

Revision #

Drawing #

A2.5

Oxford Residence Material Board



Concrete Roof Tile

Boral Roofing
Cedar-Lite
Silverwood

Wood Siding

James Hardie Wood Siding
Ash Grey
James Hardie



Window

Jeld-wen
Premium Vinyl
White

Fascia Board

Dunn Edwards Paint
Painted 2x4
Swiss Coffee

Wood Column

Dunn Edwards Paint
Wood, Painted
Swiss Coffee

Crown Moulding

Dunn Edwards Paint
Painted
Swiss Coffee

Wood Trim

Dunn Edwards Paint
Painted
Swiss Coffee



Stone Veneer

Eldorado Stone
Fieldledge
Umbria



Downspout/Gutter

Custom Iron Work
Aluminium
White



Wood Shutter

Atlantic Shutter
Painted
Dark Green



Garage Door

Amarr
Oak Submmit Collection
Walnut



Gable Vent

Custom Wood Work
Wood, Painted
Swiss Coffee

THESE PLANS HAVE BEEN REVIEWED AND APPROVED BY THE ARCHITECTURAL REVIEW BOARD (ARB) OF THE RANCHO SANTA ANITA HOMEOWNERS ASSOCIATION. HOMEOWNER UNDERSTANDS AND AGREES THAT ANY DEVIATION FROM THESE APPROVED PLANS, WITHOUT PRIOR WRITTEN AUTHORIZATION FROM THE ARB, CONSTITUTE REASONABLE GROUNDS FOR THE REMOVAL OF NON-COMPLIANT IMPROVEMENTS AT THE OWNER'S EXPENSE.

DATE 12/9/15 BY HOMEOWNER

Attachment No. 7

ARB Minutes of the December 3, 2015
Meeting and the Findings and Action Form

Rancho Santa Anita Residents Association

Serving the Rancho Santa Anita & College Street Areas

Date: December 10, 2015

Re: 407 Oxford Dr. 6th Meeting

Mtg. Date: December 3, 2015

Mtg. Time: 7:30p.m. (open to the public)

The meeting was opened and the following board members were present: **Ernie Boehr, Bob Eriksson, Lou Pappas and Rick Fricke.**

The purpose of this meeting was to find out what changes the architect Michael Fox made that warrant an approval from the Board. Michael reiterated some of the feed back from the Board on the 2nd story to remove the massive sizing. He revised the 2nd floor plan by arranging one of the two bedrooms in front to be located on the side next to the front bedroom, thus eliminating the extension to the front of the house. That original area was reduced and set back. He also eliminated the balcony. The upstairs windows need to be the size they are designed for egress requirements. Although he rearranged the rooms on the second floor, he did not reduce the 1680 sq. footage as seen on the previous plans. He made the elevation asymmetrical. Two 60 inch boxed trees are planned for the front as well as two 40 inch boxed trees in the back yard.

PUBLIC COMMENTS:

The neighbors were still not pleased with the size of the home and the fact it has not changed in design from a two story home to a one story home. It is not in keeping with the ranch style look in the neighborhood.

SUMMARY OF THE BOARD COMMENTS:

The negative comment was that the house has not changed in size and is still too big in regard to the mass and scale of the other homes in the neighborhood. The feeling was the Board was given the runaround from the architect.

The positive comments were that the architect has complied with the guidelines of the city which allows two story homes, the height of the roof has been reduced, the siding of the house has been changed to fit the neighborhood, that big trees are planned which will frame the home, that the second floor was brought back in, that it is not an objectionable design, is harmonious with the neighbors and that Michael Fox complied with the requests of the Board.

Ernie Boehr explained to the neighbors that any decision made by the Board can be appealed to the City Planning Commission. Approval by the City can also be appealed as well to the City Council. He felt the spirit of the decision would be based on the issues the architect complied with.

Motion: A motion was made to approve the home with the condition that the landscape plans have been approved by Bob Eriksson, and along with the Standard Conditions required.

Minutes by: Kathy Henrich

Present at the Meeting:

The Board as listed above

Bob and Kris McNamara, 408 Oxford Dr.

Ray Ballarin, 411 Oxford Dr.

John Kirages, 400 Oxford Dr.

Juintow Lin, Foxlin Architects

**ARCHITECTURAL DESIGN REVIEW BOARD
FINDINGS AND ACTION**

A. ASSOCIATION NAME: Rancho Santa Anita HOA

B. PROJECT ADDRESS: 407 Oxford Dr.

C. PROPERTY OWNER: Cui Guo

ADDRESS (IF DIFFERENT): _____

D. FINDINGS (only check those that apply, and provide a written explanation for each):

1. The proposed construction materials ARE ☒, ARE NOT ☐ compatible with the existing materials, because _____

2. The proposed materials WILL ☒, WILL NOT ☐ have a significant adverse impact on the overall appearance of the property, because _____

3. The proposed project IS ☒, IS NOT ☐ significantly visible from the adjoining public rights of way, because _____

4. The proposed project IS ☒, IS NOT ☐ significantly visible from the adjoining properties because _____

5. The elements of the structure's design ARE ☒, ARE NOT ☐ consistent with the existing building's design, because _____

6. The proposed project IS ☐, IS NOT ☐ in proportion to other improvements on the subject site or to improvements on other properties in the neighborhood, because _____

7. The location of the proposed project WILL ☒, WILL NOT ☐ be detrimental to the use and enjoyment and value of adjacent property and neighborhood, because _____

8. The proposed project's setbacks DO ☒, DO NOT ☐ provide for adequate separation between improvements on the same or adjoining properties, because _____

9. OTHER FINDINGS: _____

(over)

E. ACTION:☒ **APPROVAL**☐ **CONDITIONAL APPROVAL**, subject to the following condition(s): _____

_____☐ **DENIAL****F. DATE OF ARCHITECTURAL REVIEW BOARD'S ACTION:**December 3, 2015**G. ARCHITECTURAL REVIEW BOARD MEMBER(S) RENDERING THE ABOVE DECISION:**

<u>Ernie Boehr</u>	DocuSigned by: <i>Ernie Boehr</i> 5CB7E47E704B43B...	<u>Rick Fricke</u>
<u>Robert Eriksson</u>		<u></u>
<u>Lou Pappas</u>		<u></u>

H. REPRESENTING THE Rancho Santa Anita HOA **ASSOCIATION.****I. APPEALS**

Appeals from the ARB's decision shall be made to the Planning Commission. Anyone desiring to make such an appeal should contact Planning Services for the requirements, fees and procedures. Said appeal must be made in writing and delivered to Planning Services at 240 W. Huntington Dr., Arcadia, CA 91007, within seven (7) calendar days of the ARB's decision.

J. EXPIRATION OF APPROVAL

If for a period of one (1) year from the date of approval, any project for which plans have been approved by the ARB, has not begun construction (as evidenced by clearing and grading and/or installation of a new foundation and/or by installation of new materials on a structure that is being remodeled) or has been unused, abandoned or discontinued, said approval shall become null and void and of no effect. Such project may be resubmitted to the ARB for renewed approval; however, the ARB shall review the project as if it had not been previously approved in accordance with the current standards in effect.

Attachment No. 8

Appeal Letter

December 10, 2015

Jim Kasama
Community Develop Administrator
City of Arcadia, Planning Department



RE: Appeal of the Rancho Santa Anita ARB Approved Plan for 407 Oxford Drive, Arcadia
Architect: Michael Fox, Foxlin Architecture
Rancho Santa Anita Residents ARB Board President: Ernie Boehr

Dear Mr. Kasama,

We are the adjacent homeowners at 400 and 408 Oxford Drive for forty plus years and we are proud to call this our home. We thank you for allowing us to express our concerns and objections to the recently approved plan by our ARB for 407 Oxford Drive.

We are writing as the representatives of our neighborhood homeowners who have consistently expressed objection to the plans at 407 Oxford Dr. at each of the past five ARB meetings due to the fact:

- the house is too large for the lot;
- the plans are oversized for the neighborhood - building a home that is twice the square footage of other homes in the neighborhood (attached are copies of the five proposed designs);
- the style is not harmonious and conflicts with the integrity of the neighborhood - with both existing homes and new homes being built;
- it is a two-story house that will violate and invade the privacy of the homes on either side and will lower the property value by blocking the mountain views of those across the street;
- there are no two-story houses on this side of Oxford Drive. The north side property is elevated and the elevation of the property on the south side of the street is lower, making the height of the home even greater than normal thus blocking views even more;
- approving this project would set a precedent, both in size, scale and style - all elements consistently protested to the ARB;
- the ARB has not conducted itself in a fair minded way that is required in Resolution 6770 in determining the validity of a design, but acted in an agenda formed posture at several meetings, telling the homeowners to just "get over it" - things are changing;
- the ARB gave us 6 days notice for the December 3 meeting (the meeting notice was received on 11/27 and the meeting was 12/3) and the plans that were modified for approval were received the day before the meeting.

Our protest has fallen on deaf ears. We have lived in Arcadia most of our lives and this is a beautiful city to live in and we want to see that maintained. When we added on to our home at 408, 28 years ago, the Rancho Santa Anita Residents Architectural Review Board had to sign off and approve our design with the criteria that our addition tied in with the existing homestyle and it would only be approved if we maintained the integrity of our home design within our neighborhood (our addition was in the backyard and was completely invisible to the street) and we had to have the approval of our design by all the contiguous homeowners. We were pleased and happy to adhere to these requirements - which are called out even today in Division 5 of the

R.S.McNAMARA \$105.00 RECEIPT 105942
J.T.KIRAGES \$105.00 RECEIPT 105941

City of Arcadia Code of Ordinances Architectural Design Review 9295 - Purpose: D - *"Maintain and protect the property values by encouraging excellence in architectural design that:*

- a. Will enhance the visual environment and character of the community;*
- b. Will preserve and protect property values;*
- c. Is sensitive to both the site and its surroundings; and*
- d. Has been carefully considered with well-integrated features that express a definite architectural style."*

Based on this Ordinance, we are appealing to you to deny permits for this project as it does not meet the above criteria for the following reasons:

- At each of the ARB meetings over 12+ homeowners attended and they all expressed frustration with: the design which was out of character with the neighborhood; was out of scale - over 5,400+ sq ft when the average home is 2,800 sq feet; would decrease the property value and invade privacy with a two story home (which there are NONE in our block on that side of the street); they rejected the circular drive; and communicated that the plans are not compatible with the existing style homes in our neighborhood.

- According to Resolution No. 6770, the role of the ARB is to follow these guidelines (the ARB states in their meeting notice that they are following the guidelines of Resolution 5287 - that resolution was replaced by 6770, maybe that's their confusion?) — *"to protect and preserve the character and quality of its neighborhoods by requiring harmonious design, and to implement Arcadia's Single-Family Residential Design Guidelines..."* and this is not being upheld.

On December 3, the ARB meeting was held with five days notice (and that was after the Thanksgiving weekend). Each Board Member commented and voted on the proposed plan:

- Rick's comments: "I deny the plan based on being too big for the block; no two stories on the block; it's too massive and too out of scale with the neighborhood." He expressed that he had spent time studying the neighborhood and this plan just does not fit. He had spoken to the architect several times, and he thinks Michael is just not listening and maybe he can't design a home that really would fit in our neighborhood. He voted against the plan.

- Bob's comments: "They bought the wrong lot for what they want to build and should have bought elsewhere." Bob said the architect was advised to reduce the sq footage (it did not change), redo the two story and make it more recessed, but if they added more big trees it will be a better fit with the neighborhood. (In the architects plans they intend to water 4-5 times daily. We are limited with our water use in Arcadia and they want to water daily, yet the rest of the homeowners are told to CUT water usage. If they big trees they will have to water more). Bob approved the plan as long as they add more BIG trees.

- Lou's comments: He had met with the architect and the homeowners and showed them homes that would compliment our neighborhood. A home on Monte Verde was one they liked yet the architect did not change the design at all to look more like that home, which would have been a better fit. He said they complied with the requests that were made (They did? The architect was told to reduce the sq. footage - he did that once but never again; they added a circular drive which was asked to be removed - it's still there; they were told to reduce and raise the windows on the two sides of the house - they reduced them on the eastside but not on the westside - this is complying?) Lou votes to ok the plan.

- Ernie: "Michael has a client who wants a home that is not right for this neighborhood." He needs to add more trees to frame the house and he votes to ok the plan.

We have had the largest number of homeowners attend every ARB meeting regarding this project and the owners have consistently objected to each plan. In addition, the homeowners who are contiguous to this property all objected to the design, yet the board approved this plan last week.

We have communicated with the ARB Board that we oppose their approval and will be submitting an appeal to the City Planning Commission. We hope you agree with our issues and will support the concern for the integrity of our neighborhood in following Resolution 6770, not only for the existing residents who have worked hard to have nice homes, but also for the new developers. We welcome new homes - ones that tie in and compliment - not homes that are out of place, are over built and that reduce the values and privacy of our properties.

In conclusion, we ask that you deny the plan for 407 Oxford Drive - as stated in Division 5 of the Architectural Design Review Guidelines and Process *"to promote a desired level of quality residential...development in Arcadia"*: eliminate the two-story, modify the design to fit with the existing neighborhood style and reduce the scale to be within the size that is complimentary and appropriate for this neighborhood as was shared by our Board Member Rick.

Thank you for your support and assistance in helping to preserve and protect our city of fine homes and we appeal to you to deny this plan as proposed.

Sincerely,

Kris McNamara

Robert McNamara

Demie Kiragis

John Kiragis

Attachment: copies of the five drawings submitted by Foxlin Architecture at the 5 ARB meetings

Cc without attachments:

Ernie Boehr, President of the Rancho Santa Anita ARB
Delores and Ray Ballarini – 411 Oxford Dr.
Helen and Jim Barrett – 480 Oxford Dr.
Pat and Dave Coville – 488 Oxford Dr.
Carmie Falabrino – 487 Oxford Dr.
Doris and Joe Gadoury – 401 Oxford Dr.
Christy and Robert Haines – 459 Oxford Dr.
Borinka and Jim Hanrahan – 423 Oxford Dr.
Debbie Morris – 431 Oxford Dr.
Lisa and Sam Salazar – 430 Oxford Dr.
Terrie and Jeff Stellern – 415 Oxford Dr.
Denise and Anthony Verret – 467 Oxford Dr.

Attachment No. 9

Response Letter from the Architect dated
December 22, 2015

407 OXFORD RESIDENCE

APPEAL RESPONSE

December 22, 2015



Dear Mr. Baldwin,

As a principal of FoxLin Architecture, responsible for design of the proposed residence at 407 Oxford, I am writing in regards to the appeal letter to offer a response to the inaccuracies and misrepresentations regarding all the important features of the house. We understand the community's concerns and weariness with development, but we emphasize that this is a modest two-story proposal with precedent in the immediate neighborhood. The approval from the ARB was not a hasty decision – as the minutes demonstrate, it is the result of a 5 month long deliberative process in which the design went through multiple rounds of changes guided and shaped by local feedback and comments.

Below, we address the criticisms raised regarding the overall size, style, privacy, and alleged sightline issues of the house.

1) With regards to the overall size:

The design more than conforms with the city's development standards and is far under the allowable size for the site, built area to lot ratio, height limits, and setbacks. Two houses at 438 Oxford and 327 Oxford are less than a block away with larger area to lot size ratios than our proposal for 407 Oxford; both houses are over 5,000 square feet. The house at 327 Oxford is on the same side of the street just six houses away, close enough that 407 would not look conflictingly large. The proposed frontage for 407 is also of comparable width and setback as all others on the block.

With regards to the second story I am attaching an image which shows the number of two-story houses interspersed with single-story houses in the immediate vicinity of this proposed home. One of these homes is even on the same side of the street six houses away (*see attachment 1 and attachment 4*).

2) With regards to the style:

Driven by HOA and community feedback, our design underwent several stylistic changes. Our initial design was a Tuscan style home, which we were told would not fit with the character of the neighborhood. We then proposed two styles (craftsman and prairie) to the HOA board. We were told either style would be compatible. We decided to work in the prairie style; the prairie style emphasizes the horizontality of the ground floor to respond to the single story homes of the neighborhood, and has precedence in another HOA approved prairie style house on the next street over (Harvard Street). After developing this design and presenting at the next meeting, we were told that the prairie style would also be incompatible.

To find a solution, we sat together with our clients, a husband and wife, with two members of the board. Our clients were shown by the ARB members a number of houses that would be stylistically acceptable to the ARB at this site. We chose to interpret a design based on a home that exists on Monte Verde a few blocks away. Please find attached the existing house on Monte Verde and an elevation of our design for comparison.
(see attachment 2)

At the next meeting in October, a motion was made and approved to grant a conditional approval along with a chair review of the modifications; we redesigned the front façade, reduced the second floor area (pulling the second floor yet further from the street frontage) and responded to several design change requests. At the next meeting in December, our design was granted approval.

3) With regards to privacy concerns:

We took privacy into careful consideration after concerns were raised by the ARB. All of the windows on the second story are small: 2'-6" wide by 2'-6" high. On the East side the two windows are set back 15' so there are no possible direct views into the neighbor's yards.

4) Blocking views to the mountains:

Some neighbors have stated that the new house would block views of the mountain and reduce the neighborhood's property value. However, it is important to note that the mountains to the North are not currently visible due to the presence of very large mature trees in the rear yard. The yard and these trees were not only already present before the construction of this home, but were a huge selling point for the client and we are retaining all of them. (see attachment 3)

In addition, we are planting four new trees in the front yard, which is currently barren. The trees proposed for the front yard are very mature with one 75" box and three 60" box trees.

5) Summary of Meeting minutes

a. July 15 Meeting

i. Board Comments

1. *"To address the issue of two story homes, the Board said that the City allows them and ARB's have no say so about that. "*

- a. For each subsequent submittal, we have pushed the second floor farther back, and provided more first level roof visible to the street.

b. August 20 Meeting

i. Board Comments

1. *"Bob Ericksson said that two story homes are never turned down but agrees they are too big. He feels the view of the home will not block the neighbor's home across the street due to the fact that the trees in the back of the home in question are so tall now, they already block that view and that the home will not be higher than the trees. "*

c. September 24 Meeting

i. Public Comments

1. *"The biggest complaint was around the style of the house (Prairie), fitting in with the rest of the neighborhood."*

- a. *We have since changed the style based on suggested example from ARB.*
- d. October 28 meeting
 - i. Public Comments
 - 1. *"Various comments were made unrelated to the style of the home but not discussed in length due to the nature of the concerns. Only two neighbors really expressed their feelings on the new design, one liking the design, the other wanting a more Cape Cod style home, which she thought would fit in more with the neighborhood. "*
 - a. We started with many more neighbors commenting negatively at the start of this process. In the end, there was one single neighbor that has expressed concerns, the appellant. She has continually attempted to try to design the house. We wish we could make everyone happy but despite our many efforts and overall success with other neighbors, we are unfortunately unable to please one the neighbor directly across the street.
 - ii. Board Comments
 - 1. *It was mentioned that the floor ratio is at 30% which is smaller the 35% that is allowed and therefore fits into city's criteria. A couple of the Board met with the family and felt the family really want to be a part of the community and are very lovely people.*
- e. December 4 Meeting
 - i. Board Comments
 - 1. *The positive comments were that the architect has complied with the guidelines of the city which allows two story homes, the height of the roof has been reduced, the siding of the house has been changed to fit the neighborhood, that big trees are planned which will frame the home, that the second floor was brought back in, that it is not an objectionable design, is harmonious with the neighbors and that Michael Fox complied with the requests of the Board.*

Thank you for your objective consideration in this matter.



Michael Fox
Principal, Foxlin Architecture
Associate Professor of Architecture
Cal Poly Pomona



Juintow Lin
Principal, Foxlin Architecture
Associate Professor of Architecture
Cal Poly Pomona

Following are excerpts of the appeal letter, with responses in bold text .

Dear Mr. Kasama,

We are the adjacent homeowners at 400 and 408 Oxford Drive for forty plus years and we are proud to call this our home. We thank you for allowing us to express our concerns and objections to the recently approved plan by our ARB for 407 Oxford Drive.

We are writing as the representatives of our neighborhood homeowners who have consistently expressed objection to the plans at 407 Oxford Dr. at each of the past five ARB meetings due to the fact:

- the house is too large for the lot;
See response 01
- the plans are oversized for the neighborhood - building a home that is twice the square footage of other homes in the neighborhood (attached are copies of the five proposed designs);
See response 01
- the style is not harmonious and conflicts with the integrity of the neighborhood -with both existing homes and new homes being built;
See response 02
- it is a two-story house that will violate and invade the privacy of the homes on either side and will lower the property value by blocking the mountain views of those across the street;
See response 03 and 04
- there are no two-story houses on this side of Oxford Drive. The north side property is elevated and the elevation of the property on the south side of the street is lower, making the height of the home even greater than normal thus blocking views even more;
See response 01 and 04
- approving this project would set a precedent, both in size, scale and style - all elements consistently protested to the ARB;
See response 01 and 02
- the ARB has not conducted itself in a fair minded way that is required in Resolution 6770 in determining the validity of a design, but acted in an agenda formed posture at several meetings, telling the homeowners to just "get over it"- things are changing;
- the ARB gave us 6 days' notice for the December 3 meeting (the meeting notice was received on 11/27 and the meeting was 12/3) and the plans that were modified for approval were received the day before the meeting.

Our protest has fallen on deaf ears. We have lived in Arcadia most of our lives and this is a beautiful city to live in and we want to see that maintained. When we added on to our home at 408, 28 years ago, the Rancho Santa Anita Residents Architectural Review Board had to sign off and approve our design with the criteria that our addition tied in with the existing home style and it would only be approved if we maintained the integrity of our home design within our neighborhood (our addition was in the backyard and was completely invisible to the street) and we had to have the approval of our design by all the contiguous homeowners. We were pleased City of Arcadia Code of Ordinances Architectural Design Review 9295 - Purpose: D - "Maintain and protect the property values by encouraging excellence in architectural design that:

- a. Will enhance the visual environment and character of the community;
- b. Will preserve and protect property values;
- c. Is sensitive to both the site and its surroundings; and
- d. Has been carefully considered with well-integrated features that express a definite architectural style. "

Based on this Ordinance, we are appealing to you to deny permits for this project as it does not meet the above criteria for the following reasons:

- At each of the ARB meetings over 12+ homeowner s attended and they all expressed frustration with: the design which was out of character with the neighborhood; was out of scale - over 5,400+ sq ft when the average home is 2,800 sq feet; would decrease the property value and invade privacy with a two story home (which there are NONE in our block on that side of the street); they rejected the circular drive; and communicated that the plans are not compatible with the existing style homes in our neighborhood.

Please note that the circular drive was, and is, encouraged by the ARB. The garage is in the rear. (Michael Fox)

- According to Resolution No. 6770, the role of the ARB is to follow these guidelines (the ARB states in their meeting notice that they are following the guidelines of Resolution 5287 - that resolution was replaced by 6770, maybe that's their confusion?) - "to protect and preserve the character and quality of its neighborhoods by requiring harmonious design, and to implement Arcadia's Single-Family Residential Design Guidelines..." and this is not being upheld.

On December 3, the ARB meeting was held with five days notice (and that was after the Thanksgiving weekend). Each Board Member commented and voted on the proposed plan:

Rick's comments: "I deny the plan based on being too big for the block; no two stories on the block; it's too massive and too out of scale with the neighborhood." He expressed that he had spent time studying the neighborhood and this plan just does not fit. He had spoken to the architect several times, and he thinks Michael is just not listening and maybe he can't design a home that really would fit in our neighborhood. He voted against the plan.

**The above in Yellow is not the ARB member's comments nor is it recorded in the minutes
They are the interpretation of the person writing the appeal (Michael Fox)**

Bob's comments: "They bought the wrong lot for what they want to build and should have bought elsewhere." Bob said the architect was advised to reduce the square footage (it did not change), redo the two story and make it more recessed, but if they added more big trees it will be a better fit with the neighborhood. Bob approved the plan as long as they add more BIG trees.

(In the architects plans they intend to water 4-5 times daily. We are limited with our water use in Arcadia and they want to water daily, yet the rest of the homeowners are told to CUT water usage. If they big trees they will have to water more).

**The above in Yellow is not the ARB member's comments nor is it recorded in the minutes
They are the interpretation of the person writing the appeal (Michael Fox)**

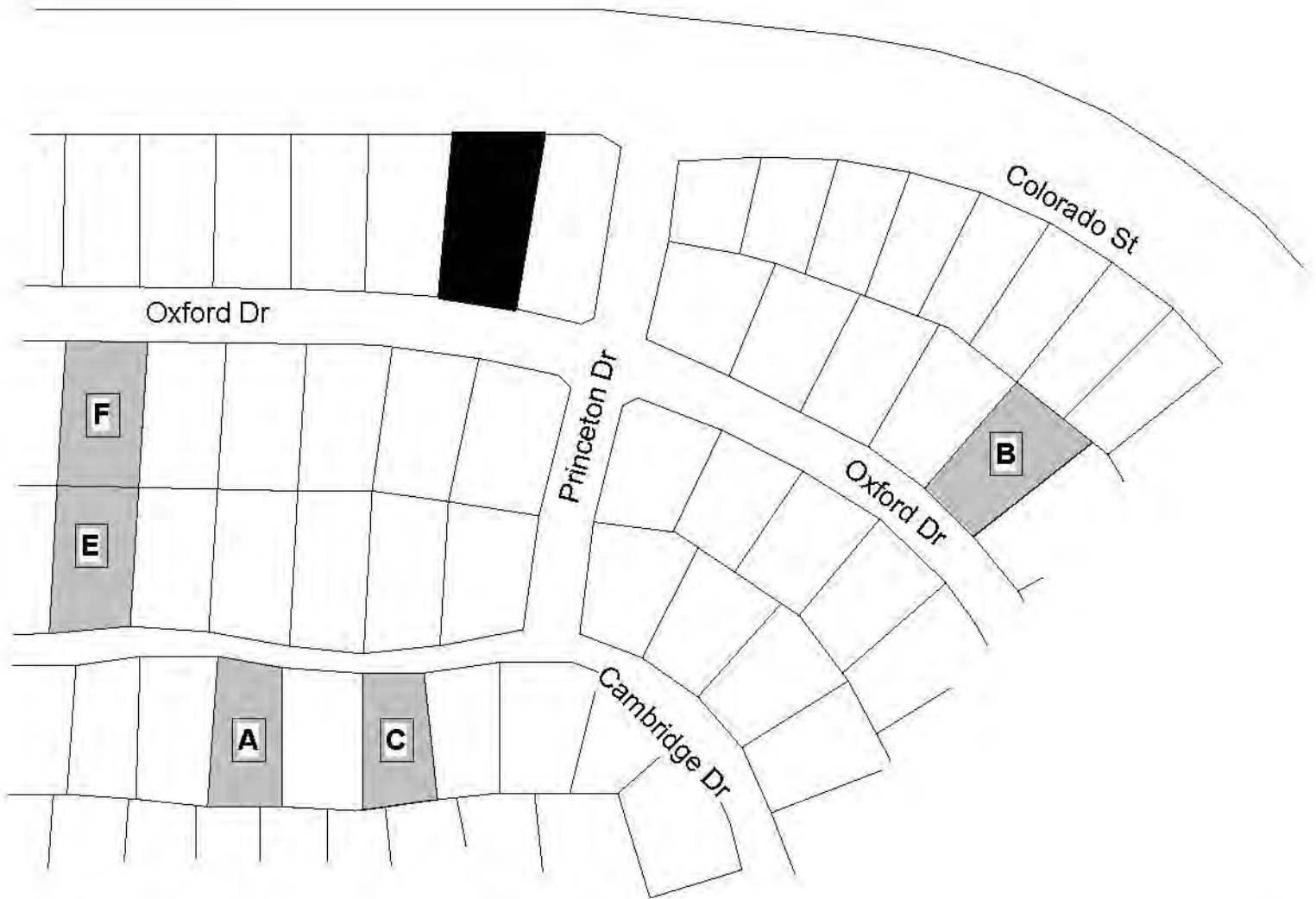
Lou's comments: He had met with the architect and the homeowners and showed them homes that would complement our neighborhood. A home on Monte Verde was one they liked yet the architect did not change the design at all to look more like that home, which would have been a better fit. He said they complied with the requests that were made Lou votes to ok the plan.

(They did? The architect was told to reduce the sq. footage - he did that once but never again; they added a circular drive which was asked to be removed - it's still there; they were told to reduce and raise the windows on the two sides of the house - they reduced them on the eastside but not on the westside - this is complying?)

**The above in Yellow is not the ARB member's comments nor is it recorded in the minutes
They are the interpretation of the person writing the appeal (Michael Fox)**

Ernie: "Michael has a client who wants a home that is not right for this neighborhood." He needs to add more trees to frame the house and he votes to ok the plan. We have had the largest number of homeowners attend every ARB meeting regarding this project and the owners have consistently objected to each plan. In addition, the homeowner s who are contiguous to this property all objected to the design, yet the board approved this plan last week.

**The above in Yellow is not the ARB member's comments nor is it recorded in the minutes
They are the interpretation of the person writing the appeal (Michael Fox)**



○ Parcel Map - 2 Story homes in grey
 $\frac{3}{4}" = 1'-0"$

- | | |
|------------------------------|------------------------------|
| A 428 CAMBRIDGE DRIVE | E 441 CAMBRIDGE DRIVE |
| B 327 OXFORD DRIVE | F 438 OXFORD DRIVE |
| C 414 CAMBRIDGE DRIVE | |

ATTACHMENT 1

Oxford Residence

2 Story homes in grey

12/21/15

page 1



SUBMITTED



EXAMPLE

ATTACHMENT 2

Oxford Residence

Proposed for 407

12/21/15

page 2



A 428 CAMBRIDGE DRIVE



D 475 CAMBRIDGE DRIVE



F 438 OXFORD DRIVE



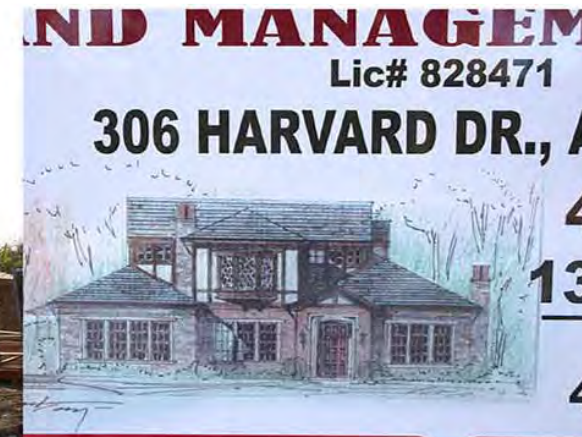
C 414 CAMBRIDGE DRIVE



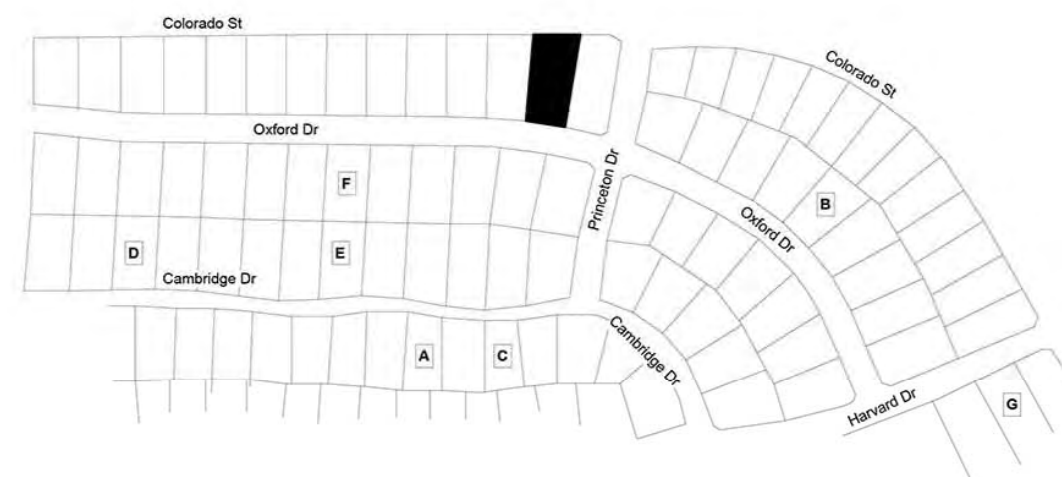
E 441 CAMBRIDGE DRIVE



G 306 HARVARD DRIVE



B 327 OXFORD DRIVE



Parcel Map - precedents
3/4" = 1'-0"

- GENERAL NOTES**
1. DO NOT SCALE DRAWINGS. DIMENSIONS GOVERN.
 2. ALL DIMENSIONS ARE TO FACE OF STRUCTURE (F.O.S.), UNLESS OTHERWISE NOTED.
 3. ALL DIMENSIONS SHOULD BE VERIFIED ON SITE BEFORE PROCEEDING WITH THE WORK.
 4. AS-BUILT CONDITIONS TO BE VERIFIED.
 5. ANY INCONSISTENCIES OR UNFORESEEN CONDITIONS TO BE REVIEWED BY THE ARCHITECT PRIOR TO PROCEEDING WITH CONSTRUCTION.
 6. DRAWINGS REPRESENT DESIGN INTENT ONLY - CONTRACTOR RESPONSIBLE FOR MEANS AND METHODS.



392 Camino De Estrella
San Clemente, CA 92672

949 325 3001 phone
949 203 3339 fax
foxlin.com web
info@foxlin.com email

Oxford Residence

OXFORD RESIDENCE
407 OXFORD DR, LOS ANGELES CA, 91007

Client

Guomin Ding

Project Status: HOA Approval

**Neighborhood
Precedents**

Job # 1451

Original Size 24 x 36

Date 12/2/2015 3:27:14 PM

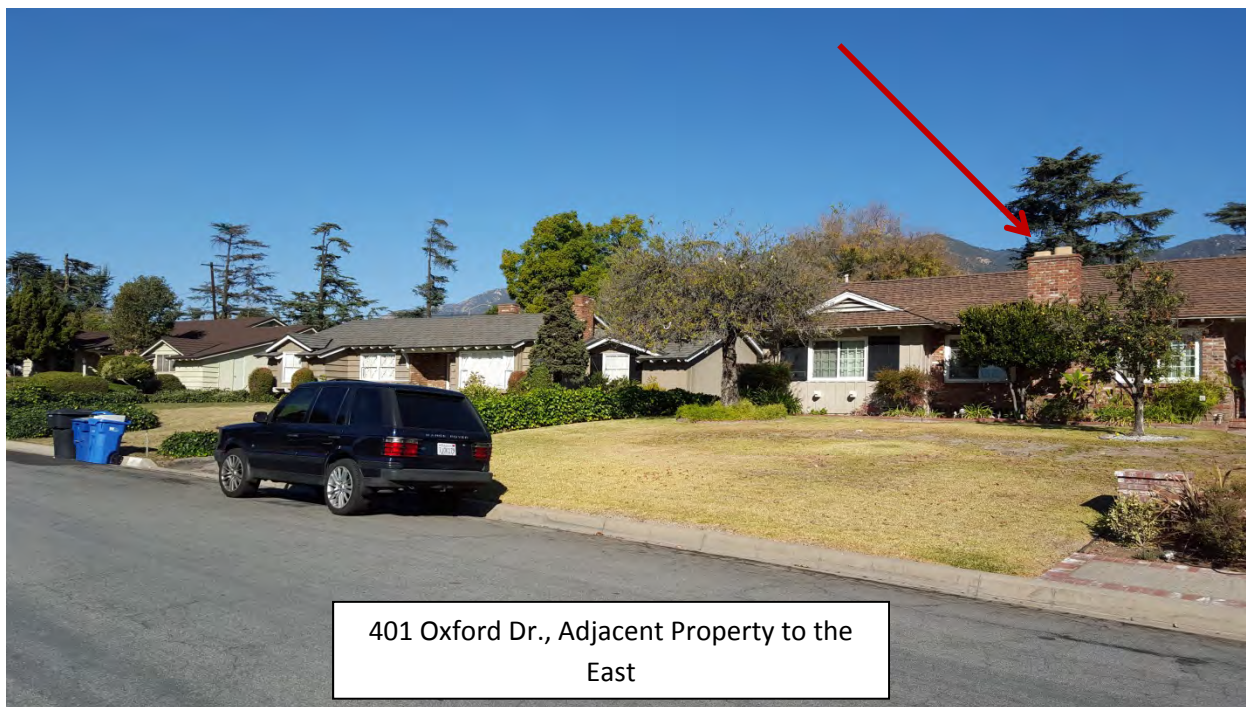
Revision #

Drawing #

A2.10

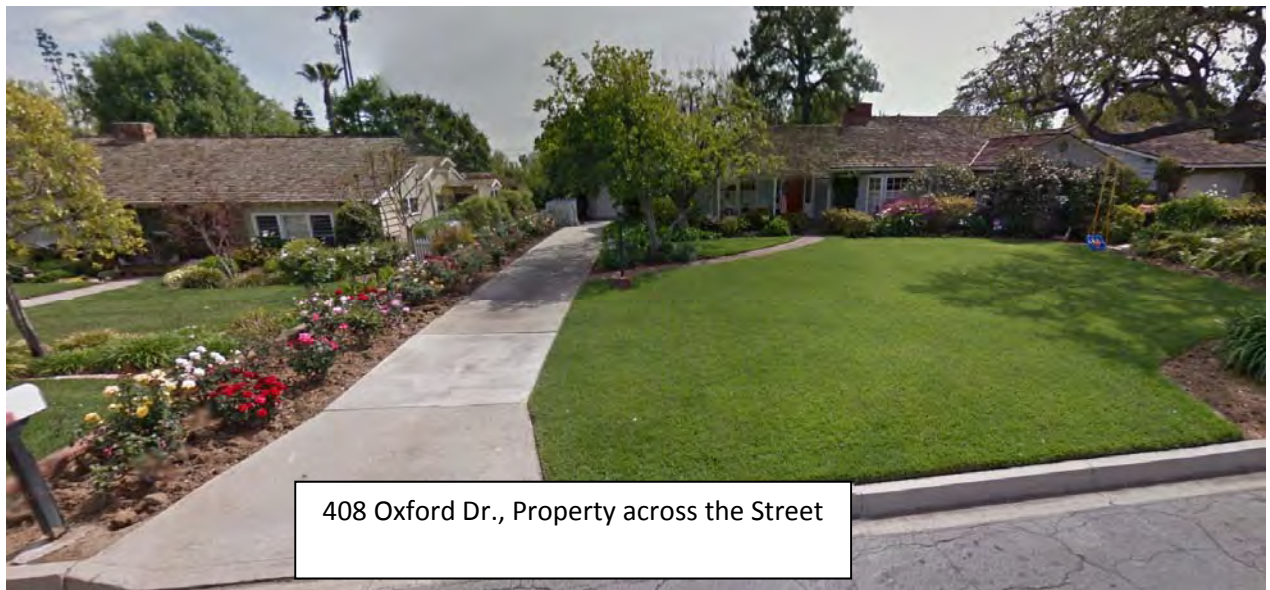
Attachment No. 10

Aerial Photo with Zoning Information &
Photos of Subject Property and Vicinity

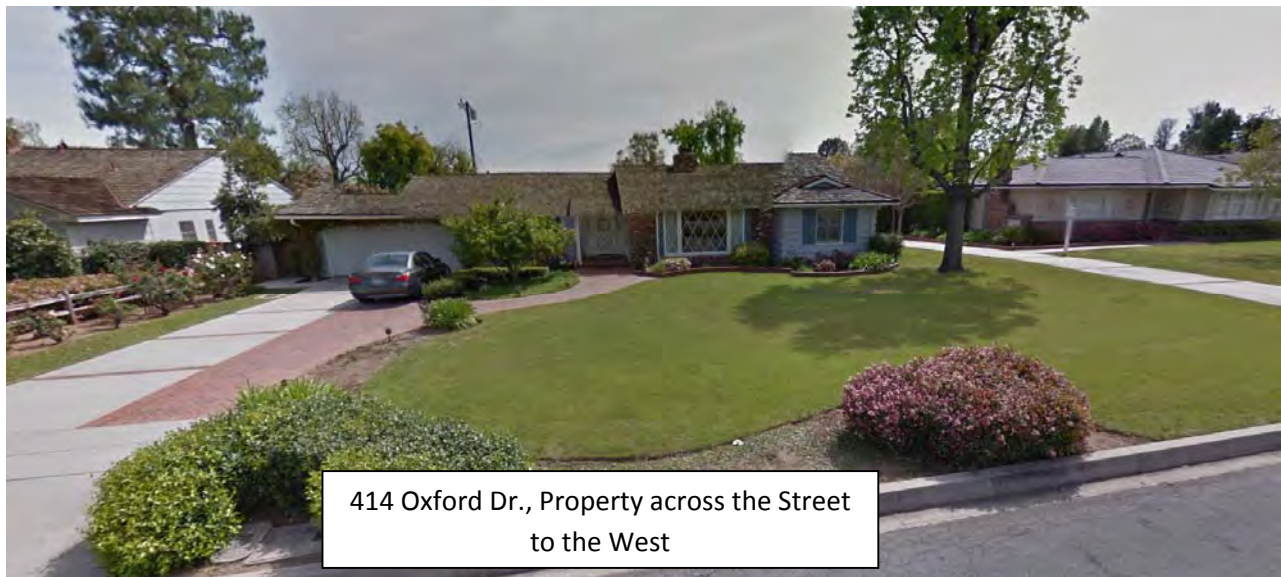
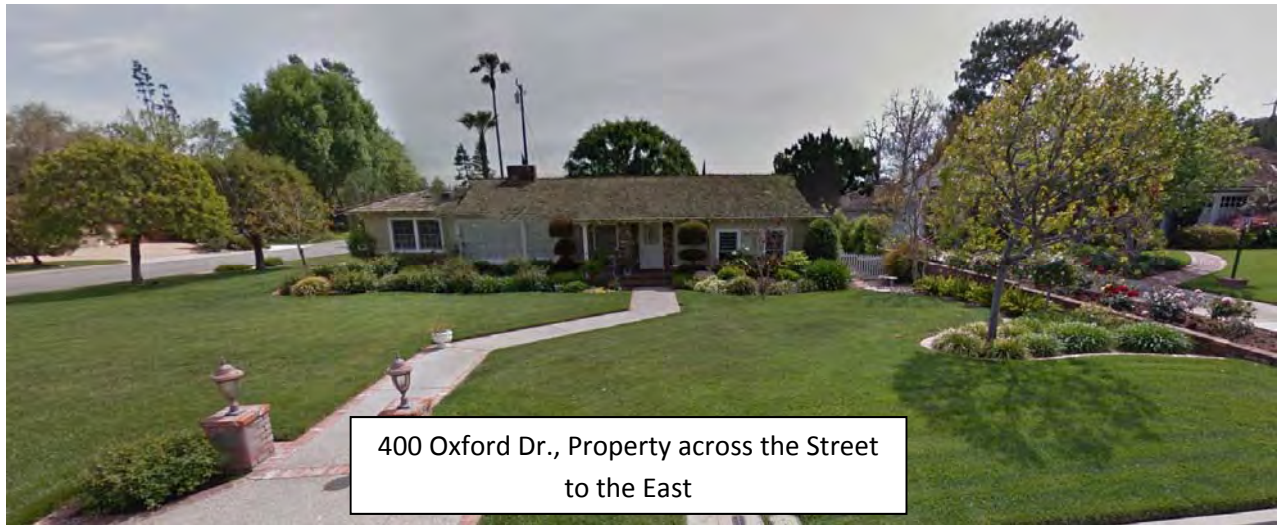


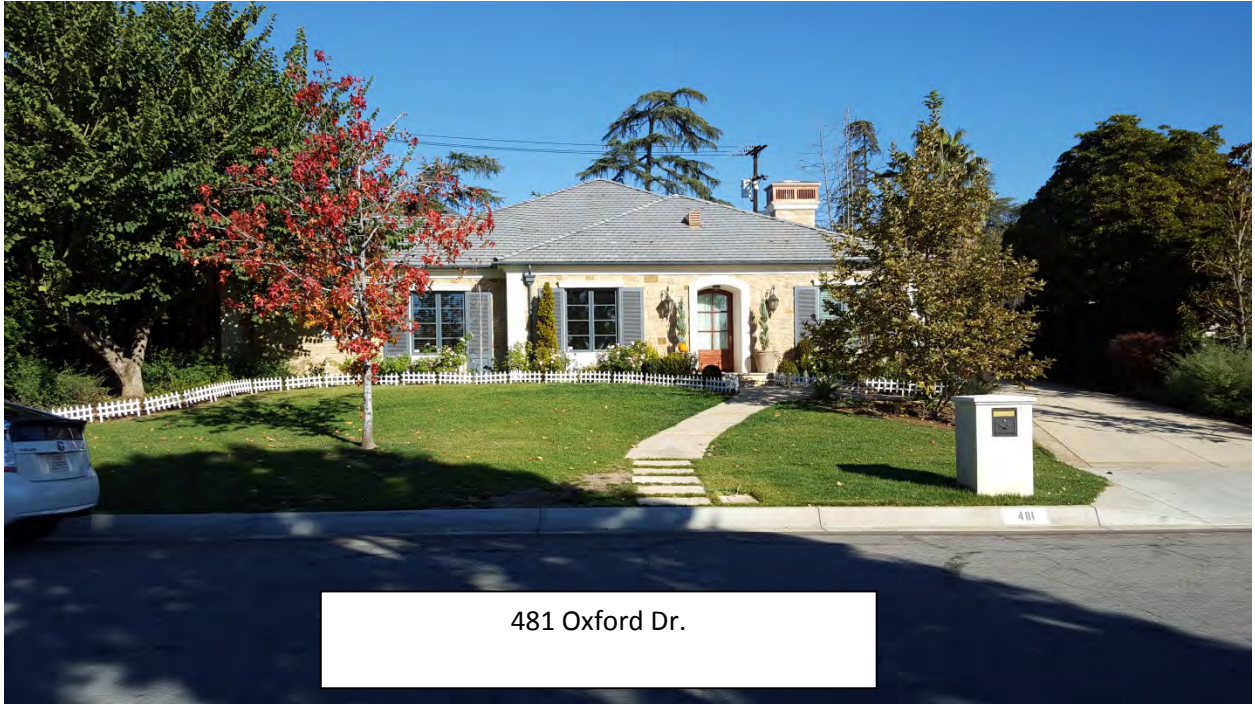


411 Oxford Dr., Adjacent Property to the West

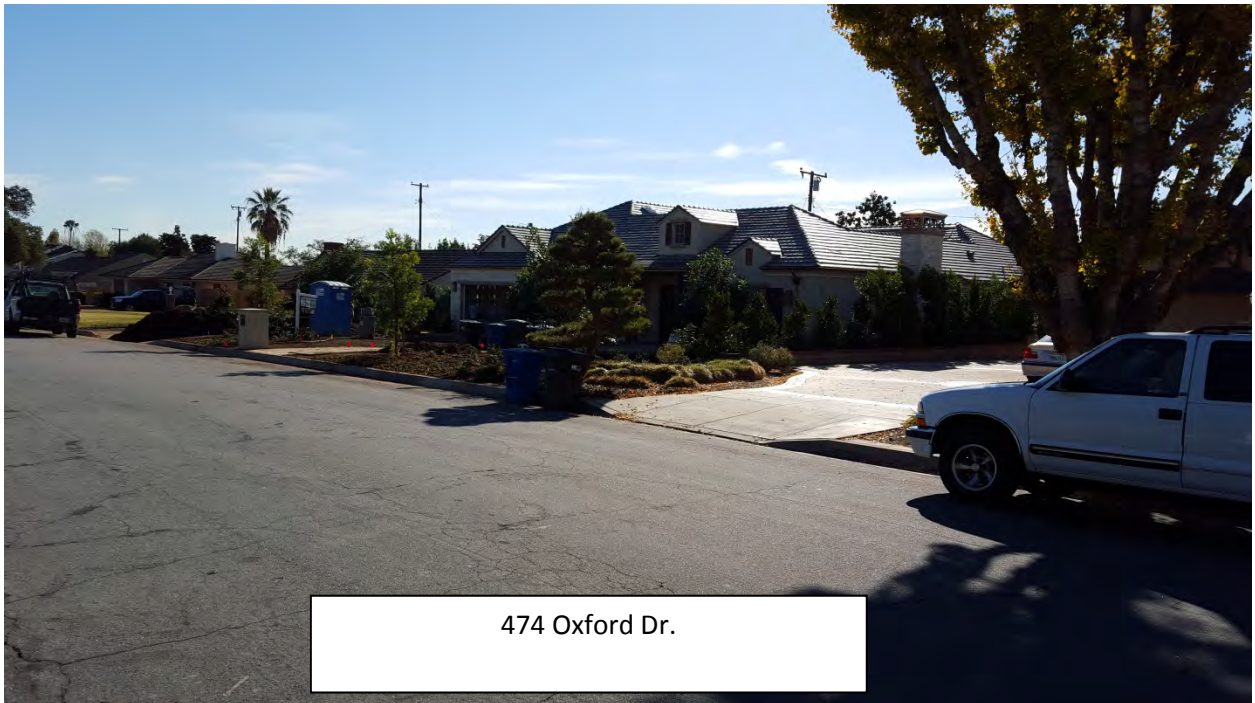


408 Oxford Dr., Property across the Street

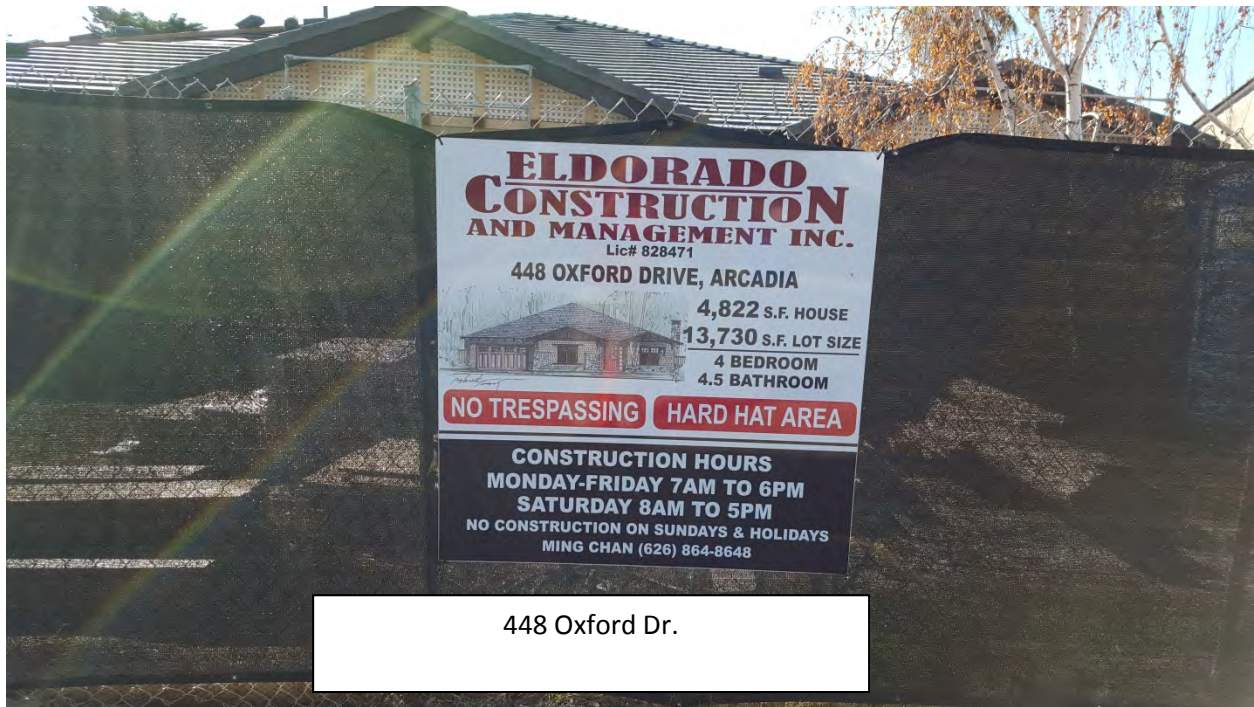




481 Oxford Dr.



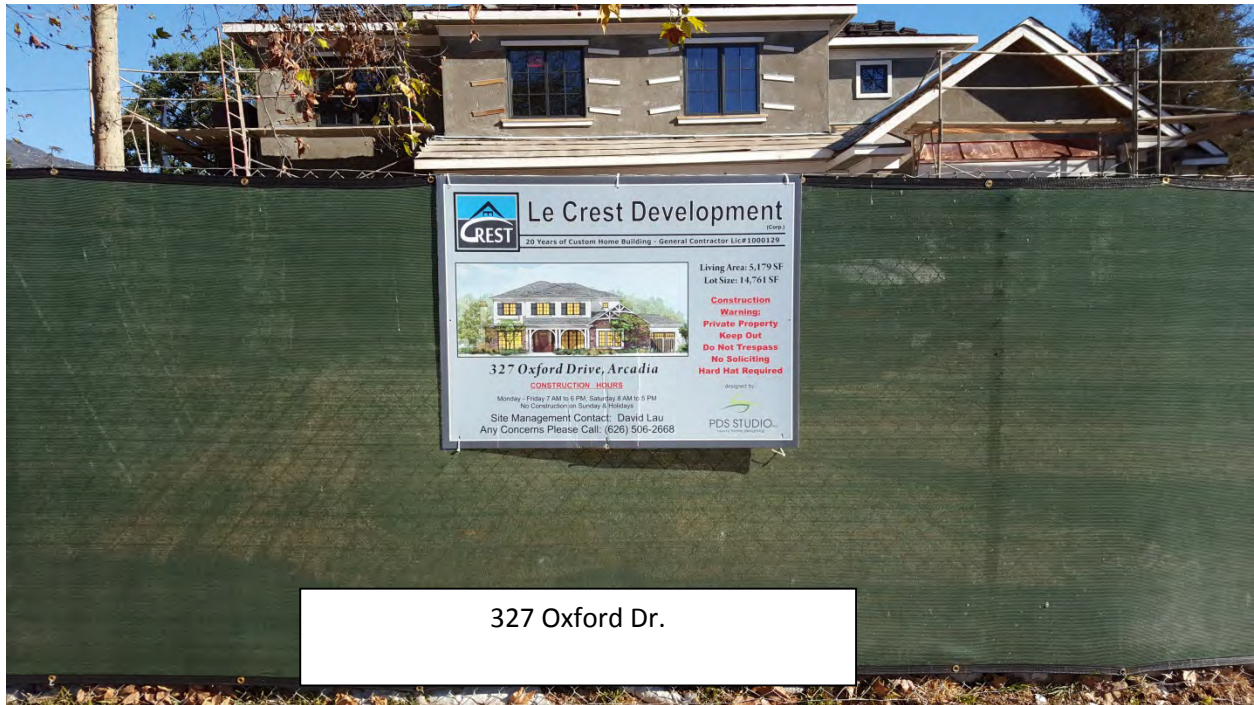
474 Oxford Dr.



448 Oxford Dr.



438 Oxford Dr.



327 Oxford Dr.



475 Cambridge Dr.



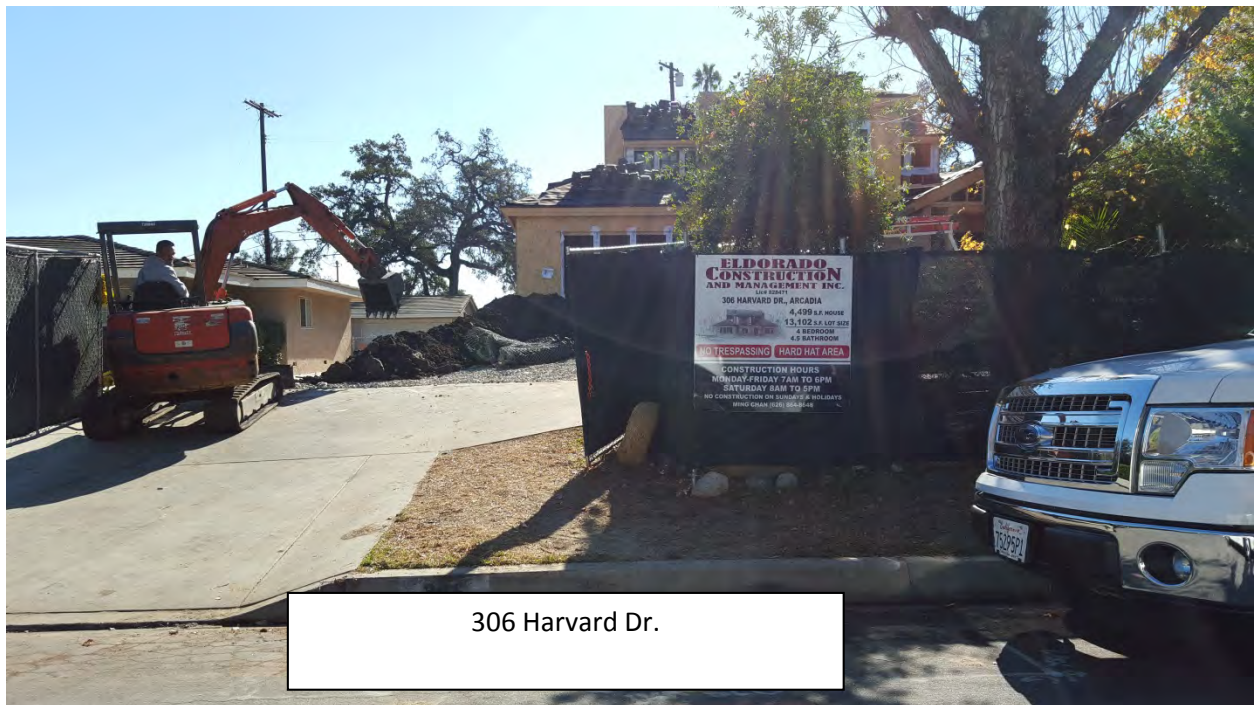
441 Cambridge Dr.



428 Cambridge Dr.



414 Cambridge Dr.



306 Harvard Dr.

Attachment No. 11

Preliminary Exemption Assessment



PRELIMINARY EXEMPTION ASSESSMENT

(Certificate of Determination
When Attached to Notice of Exemption)

1. Name or description of project:	An Appeal of the Rancho Santa Anita Residents' Association Architectural Review Board's approval of the single-family residential design																																		
2. Project Location – Identify street address and cross streets or attach a map showing project site (preferably a USGS 15' or 7 1/2' topographical map identified by quadrangle name):	407 Oxford Dr. (between N. Baldwin Avenue and Princeton Road)																																		
3. Entity or person undertaking project:	<div style="border: 1px solid black; padding: 2px;">A.</div> <div style="border: 1px solid black; padding: 2px;">B. Other (Private)</div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;">(1)</td> <td style="width: 30%; text-align: center;">Name</td> <td style="width: 60%;">John and Demie Kiragis</td> </tr> <tr> <td style="text-align: center;">(2)</td> <td style="text-align: center;">Address</td> <td>400 Oxford Drive Arcadia, CA 91006</td> </tr> </table>			(1)	Name	John and Demie Kiragis	(2)	Address	400 Oxford Drive Arcadia, CA 91006																										
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(2)	Address	400 Oxford Drive Arcadia, CA 91006																																	
4. Staff Determination:	<p>The Lead Agency's Staff, having undertaken and completed a preliminary review of this project in accordance with the Lead Agency's "Local Guidelines for Implementing the California Environmental Quality Act (CEQA)" has concluded that this project does not require further environmental assessment because:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center;">a.</td> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> <td style="width: 90%;">The proposed action does not constitute a project under CEQA.</td> </tr> <tr> <td style="text-align: center;">b.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>The project is a Ministerial Project.</td> </tr> <tr> <td style="text-align: center;">c.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>The project is an Emergency Project.</td> </tr> <tr> <td style="text-align: center;">d.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>The project constitutes a feasibility or planning study.</td> </tr> <tr> <td style="text-align: center;">e.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td> <div style="border: 1px solid black; padding: 2px;">The project is categorically exempt.</div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Applicable Exemption Class:</td> <td>15303 (Class 3, Construction of one Single-Family Residence)</td> </tr> </table> </td> </tr> <tr> <td style="text-align: center;">f.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td> <div style="border: 1px solid black; padding: 2px;">The project is statutorily exempt.</div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Applicable Exemption:</td> <td></td> </tr> </table> </td> </tr> <tr> <td style="text-align: center;">g.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td> <div style="border: 1px solid black; padding: 2px;">The project is otherwise exempt on the following basis:</div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;"></td> <td></td> </tr> </table> </td> </tr> <tr> <td style="text-align: center;">h.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td> <div style="border: 1px solid black; padding: 2px;">The project involves another public agency which constitutes the Lead Agency.</div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Name of Lead Agency:</td> <td></td> </tr> </table> </td> </tr> </table>			a.	<input type="checkbox"/>	The proposed action does not constitute a project under CEQA.	b.	<input type="checkbox"/>	The project is a Ministerial Project.	c.	<input type="checkbox"/>	The project is an Emergency Project.	d.	<input type="checkbox"/>	The project constitutes a feasibility or planning study.	e.	<input checked="" type="checkbox"/>	<div style="border: 1px solid black; padding: 2px;">The project is categorically exempt.</div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Applicable Exemption Class:</td> <td>15303 (Class 3, Construction of one Single-Family Residence)</td> </tr> </table>	Applicable Exemption Class:	15303 (Class 3, Construction of one Single-Family Residence)	f.	<input type="checkbox"/>	<div style="border: 1px solid black; padding: 2px;">The project is statutorily exempt.</div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Applicable Exemption:</td> <td></td> </tr> </table>	Applicable Exemption:		g.	<input type="checkbox"/>	<div style="border: 1px solid black; padding: 2px;">The project is otherwise exempt on the following basis:</div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;"></td> <td></td> </tr> </table>			h.	<input type="checkbox"/>	<div style="border: 1px solid black; padding: 2px;">The project involves another public agency which constitutes the Lead Agency.</div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Name of Lead Agency:</td> <td></td> </tr> </table>	Name of Lead Agency:	
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Date: December 24, 2015

Staff: Nick Baldwin, Assistant Planner

Attachment No. 2

Appellants' Letter in Opposition of the
February 18, 2016 ARB Approval

RECEIVED

FEB 25 2016

Thursday, February 18, 2016

407 Oxford Drive

Planning Services

City of Arcadia

Against the approval of the Plans Submitted for 407 Oxford Drive

- Does not fit with the style or size of the homes in the neighborhood - mainly ranch style, rambling single story homes with occasional two-story
- Size is still out of scale and way too big - 5,000 sq. ft house next to a 1,600 sq. ft house
 - Asked by PC to reduce sq. footage under 5,000 - 4,977 but added basement area
 - If following the proposed FAR ratio - you would not be allowed to build anything larger than 3,500 sq. ft. based on the lot size
- Over building in the neighborhood - you need to stay in the content of the size as the original builder did - big house/big lot, smaller home on smaller lots
- Character of the neighborhood is hurt when there are too many homes built that do not tie or connect/compliment the other neighborhood homes which would decrease the value or appeal of new buyers purchasing a home in the College area
- Too many irregularities throughout the design and with the plans
 - Fireplace that is located in the small 3 bedroom, seems to be floating in space (needs to be higher - at least 2 feet above the roof line)
 - There is no bathroom for this bedroom
 - The guest bath is right off the dining room and yet no bathroom for the small bedroom?
 - Roof off the master bedroom is flat (pg. 6)
 - The side yards should have bigger setbacks with the westside neighbors - over 15 ft on the east and should be larger set backs if two-story
 - Fake dormer windows - what purpose
 - Really four bedrooms - or five with the yoga room and storage ... that makes five bedrooms which means you need to increase garage to accommodate three cars

Thursday, February 18, 2016

- On page one Lot Coverage First Floor Living Area is 3,814 and under the Living Area the first floor living area is listed as 3,772...which is it?

If this is approved, then there will be one more, and then another...as the neighbors we want to be sure this plan is done so it fits within our neighborhood otherwise there will be more and more of these big homes that are out of scale that will be built.

Based on these concerns and observations we ask that the Board deny the plans as presented

Attachment No. 3

ARB Findings and Actions Form, and
Meeting Summary dated February 18, 2016

**ARCHITECTURAL DESIGN REVIEW BOARD
FINDINGS AND ACTION**

A. ASSOCIATION NAME: Rancho Santa Anita

B. PROJECT ADDRESS: 407 Oxford Dr

C. PROPERTY OWNER: Cui Guo

ADDRESS (IF DIFFERENT): _____

D. FINDINGS (only check those that apply, and provide a written explanation for each):

1. The proposed construction materials ARE ☒, ARE NOT ☐ compatible with the existing materials, because _____

2. The proposed materials WILL ☐, WILL NOT ☒ have a significant adverse impact on the overall appearance of the property, because _____

3. The proposed project IS ☒, IS NOT ☐ significantly visible from the adjoining public rights of way, because _____

4. The proposed project IS ☒, IS NOT ☐ significantly visible from the adjoining properties because _____

5. The elements of the structure's design ARE ☒, ARE NOT ☐ consistent with the existing building's design, because _____

6. The proposed project IS ☒, IS NOT ☐ in proportion to other improvements on the subject site or to improvements on other properties in the neighborhood, because _____

7. The location of the proposed project WILL ☒, WILL NOT ☐ be detrimental to the use and enjoyment and value of adjacent property and neighborhood, because _____

8. The proposed project's setbacks DO ☒, DO NOT ☐ provide for adequate separation between improvements on the same or adjoining properties, because _____

9. OTHER FINDINGS: _____

(over)

E. ACTION:

☒ APPROVAL

☐ CONDITIONAL APPROVAL, subject to the following condition(s): _____

☐ DENIAL

F. DATE OF ARCHITECTURAL REVIEW BOARD'S ACTION:

February 18, 2016

G. ARCHITECTURAL REVIEW BOARD MEMBER(S) RENDERING THE ABOVE DECISION:

DocuSigned by:

Ernie Boehr

Rick Fricke

Ernie Boehr

Lou Pappas

Robert Eriksson

H. REPRESENTING THE Rancho Santa Anita ASSOCIATION.

I. APPEALS

Appeals from the ARB's decision shall be made to the Planning Commission. Anyone desiring to make such an appeal should contact Planning Services for the requirements, fees and procedures. Said appeal must be made in writing and delivered to Planning Services at 240 W. Huntington Dr., Arcadia, CA 91007, within seven (7) calendar days of the ARB's decision.

J. EXPIRATION OF APPROVAL

If for a period of one (1) year from the date of approval, any project for which plans have been approved by the ARB, has not begun construction (as evidenced by clearing and grading and/or installation of a new foundation and/or by installation of new materials on a structure that is being remodeled) or has been unused, abandoned or discontinued, said approval shall become null and void and of no effect. Such project may be resubmitted to the ARB for renewed approval; however, the ARB shall review the project as if it had not been previously approved in accordance with the current standards in effect.

Rancho Santa Anita Residents Association

Serving the Rancho Santa Anita & College Street Areas

Date: February 18, 2016

Re: **407 Oxford Dr**

Mtg. Date: February 18, 2016

Mtg. Time: 6:30 p.m. (open to the public)

The meeting was opened and the following board members were present: **Ernie Boehr, Bob Eriksson, Rick Fricke and Lou Pappas**

Neighbors present: Kris and Bob McNamara, Ray Ballerini, Jim Hanrahan, Helen Barrett, Jeff Stellern, (an additional two names are illegible)

Subsequent to the last ARB hearing (December 3, 2015) and the Planning Commission Meeting (January 12, 2016), a sub-committee composed of Lou Pappas, Kevin Tomkins, Michael Fox (project designer) and Kris McNamara met to seek compromise between neighbors' concerns and project design. Although it was agreed that the design had progressed in a favorable direction, no agreement was reached.

Michael Fox, project designer presented the most current concept, featuring a traditional façade, new roof line treatment and a reduction in square footage to just slightly under 5000 SqFt.

Neighbor comments can be summed up as follows. "Better, but still not the right design for this location.... It should be a single story home". Kris McNamara, speaking for the neighbors, asks the ARB to act responsibly, listen to the concerns of the neighbors, and deny this project

BOARD COMMENTS:

Summary of Board Comments:

Lou Pappas: Designer has met standard for approval

Bob Eriksson: " " " "

Ernie Boehr: " " " "

Rick Fricke: Design is still not right for the location

Motion was made by Lou Pappas to approve project subject to landscape review, detailing review and standard approval conditions. Motion passed.

Aye: Lou Pappas, Bob Eriksson, Ernie Boehr

Nay: Rick Fricke

Attachment No. 4

Applicant's Letter in Support of the
February 18, 2016 ARB Approval

407 OXFORD RESIDENCE

SECOND APPEAL RESPONSE

March 3, 2016



Dear Mr. Baldwin,

As a principal of FoxLin Architecture, responsible for design of the proposed residence at 407 Oxford, I am writing a summary of what has transpired since the continuance was granted by the planning commission on We understand the community's concerns and weariness with development, but we emphasize that this is a modest two-story proposal with precedent in the immediate neighborhood.

Having already gained approval from the ARB and support from the staff report, I made a personal call at this point directly to the appellant on February 9th. We had a cordial discussion and she emailed me two images that she had previously submitted to the ARB on October 8th where she stated that such houses:

"...would fit beautifully in our neighborhood as well: at 100 White Oak and 1717 Highland Oaks Drive the two story homes that are a better fit in a neighborhood of single story ranch homes. There is less square footage on the second floor to minimize the impact and a cape cod style would accomplish this and blend in nicely among single story homes." Images are below from the appellants letter to the ARB.



Images submitted to the Architectural Office by the Appellant as sample homes that *"would fit beautifully in our neighborhood"*

We proceeded to develop the design towards this style which required us to further reduce the second floor area. The area has been reduced to 4,977. The 5,000 SF was recommended as a target area by the planning commission based on an average of new homes.

We then had a successful meeting with a sub-committee of the ARB which included Lou Pappas, Rick Fricke, Kevin Tomkins and the appellant Kris McNamara. We changed the style to match the examples that the appellant recommended "would fit beautifully in the site" and we also reduced the size to under 5,000 SF. Lou and Kevin were very positive and gave constructive criticism. The appellant at this time noted that she will not (as a neighbor) approve anything that is not a single story proposal even though she had earlier sent the images above to the ARB. As an exercise we made a rendering of a single story house in the same style. The images are below comparing a one-story version with decorative attic dormers to the proposed two-story version. The point is that with this style of roof coming down to the first floor, it is really viewed as a single story house by the neighbors.



Comparative images of the proposed two-story house (left) to a 1,500 SF single story house (right) in the same style

Following the Sub-committee meeting, we made a number of changes, most notably reconciling a flat portion of the roof as well as adding some detailing to the front door and window shutters.

We then had another ARB meeting whereby the revised house was again approved by the ARB. The second approval from the ARB was again not a hasty decision and involved long deliberative process in which the design went through multiple rounds of changes guided and shaped by feedback and comments.

Please note in closing that we have greatly respected and taken into account the subjective design guidelines of the ARB and the planning commission to ensure the aesthetics and privacy of the neighborhood is preserved. 5,000 SF was recommended as a target area by the planning commission based on an average of new homes. This is a subjective target as defined by recent precedent and it should be noted that we are legally entitled to build a two-story home of more than 7,000 SF on this site. By following the subjective suggestions, we now have the lowest built area to lot ratio of ANY new home. We have worked hard to adhere to these guidelines yet we believe that these guidelines should be able to be followed without impacting people's ability to expand their houses or to build new homes which are closer to what is legally allowed by the building codes. We believe strongly that it should be the wisdom of the ARB board which decides to approve or not approve any new proposed home. The ARB has been established to make sound judgements as to what is subjectively a good fit to the neighborhood. The ARB has now twice approved designs for this house. The process at this point has completely been hijacked by the appellant who is adamant on stopping ANY proposed two story house and I urge the planning commission to consider the sound decisions made by the ARB.

Thank you for your objective consideration in this matter



Michael Fox
Principal, Foxlin Architecture
Associate Professor of Architecture
Cal Poly Pomona



Juintow Lin
Principal, Foxlin Architecture
Associate Professor of Architecture
Cal Poly Pomona

Attachment No. 5

Subcommittee Meeting Summary from the
Appellant

McNamara Kris k.mc408@gmail.com

ARB - sub-committee meeting

February 9, 2016 at 8:34 PM

Kiragis Dornie & John dorniejulm@aol.com, Stellern Terrie & Jeff tstellern@yahoo.com, Borinka & Jim Hanrahan

borinka@comcast.net, dennisccossolaw@gmail.com, Samudro Elizabeth esamudro@yahoo.com, Haines Christy

haines@webtv.com, Barrett Helen jimbarrett11@yahoo.com

April Verlatto verlattoandrobeth@gmail.com, Kris McNamara k.mc408@gmail.com

Good Evening,

Just a quick heads up. The sub-committee met this evening to discuss 407: Lou (the attorney), Kevin Tomkins (Pres of HOA), Rick (the contractor), Michael Fox and me. Here is what happened:

- Michael had new plans that no one had seen until this meeting:
 - the plans have not changed much, it is still two-story now with dormer windows on the front of the house
 - still has a yoga room that really makes it a five bedroom house with a two-car garage (code requires that any house with 5 bedrooms must have three car garage)
 - just under 5,000 sq ft (4,999 or something just as crazy)
 - the theater room has now been relocated to a basement which does not count towards the house square footage - that is how they were able to make the reduction in sq ft
- Changes that need to be made:
 - it has a flat roof in the middle of the house and this is not allowed in City code for any home - this must be reworked and eliminated
 - the side elevations on the west side needs to be reworked and improved to get rid of the straight line elevation - and examples of homes on Harvard where given to Michael
- Things that are still the same:
 - it is still out of scale to the neighborhood but within the code limits of what can be built
 - it was discussed that it is not "Kris" that does not want a two-story - but the neighbors and they spoke up loudly at the Planning Commission Meeting but the buyer still wants two-story and so that is what he is designing.

Michael will work on the roof line corrections and the elevations. He said he "understands quite well what the City and code will allow" - he just does not care about the neighbors concerns. He will have plans drawn up for the next ARB meeting that will be on Feb. 18th. The owners wanted to come to this meeting and I thought that would be a good idea. The meeting location and time will be sent to us - a notice should be coming anyday since they are required to give us 10 days notice. Please email Ernie and request a copy of the plans - that would be best. that way he hears from several of us, and not just me... his email is: ranchosaarb@gmail.com

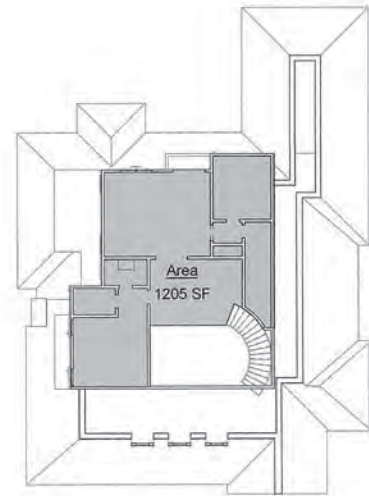
I think Ray was right - we seem to be going in circles.

Thank you all for the support and involvement - we'll see you soon and please share this info with our other neighbors who live by you who do not have email, thank you!!

Our best,
Kris and Bob

Attachment No. 6

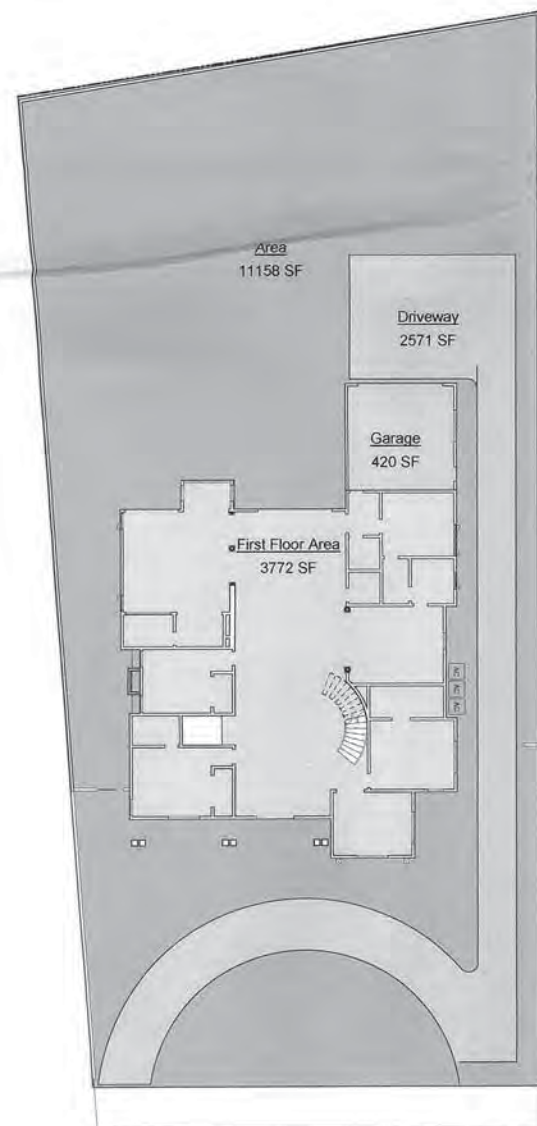
Revised Architectural Plans Approved by
the ARB on February 18, 2016



1 2ND F.F.
1 : 200

Building Area Legend

■ 1205 SF



2 FINISH FLOOR
1 : 200

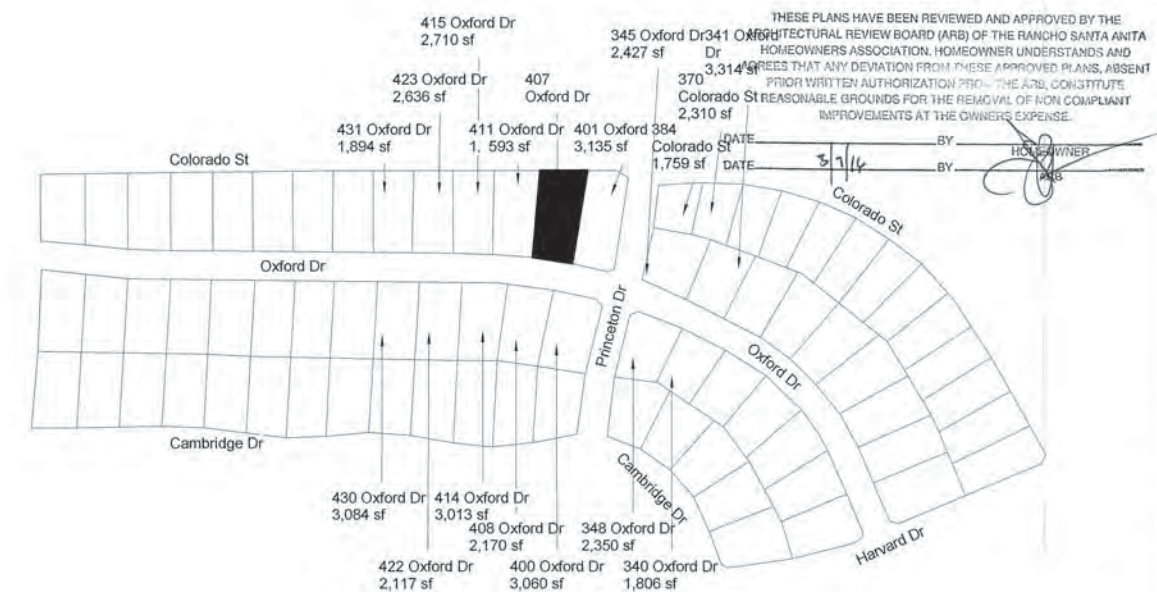
Building Area Legend

■ 420 SF
■ 2571 SF
■ 3772 SF
■ 11158 SF



SITE DATA / BUILDING DATA

LOT AREA:	17,767 SF
BEDROOMS: / BATHS:	4 BEDROOMS, 0.5 BATHS
PARKING SPACES:	2-CAR GARAGE
LIVING AREA:	
FIRST FLOOR LIVING AREA:	3,772 SF
SECOND FLOOR LIVING AREA:	1,205 SF
TOTAL LIVING AREA:	4,977 SF
ADDITIONAL AREA:	247 SF
LOT COVERAGE:	
FIRST FLOOR LIVING AREA:	3,814 SF
GARAGE:	420 SF
COVERED PORCH:	92 SF
TOTAL LOT COVERAGE:	4,326 SF



Parcel Map
3/4" = 1'-0"

- GENERAL NOTES**
1. DO NOT SCALE DRAWINGS. DIMENSIONS GOVERN.
 2. ALL DIMENSIONS ARE TO FACE OF STRUCTURE (F.O.S.), UNLESS OTHERWISE NOTED.
 3. ALL DIMENSIONS SHOULD BE VERIFIED ON SITE BEFORE PROCEEDING WITH THE WORK.
 4. AS-BUILT CONDITIONS TO BE VERIFIED.
 5. ANY INCONSISTENCIES OR UNFORESEEN CONDITIONS TO BE REVIEWED BY THE ARCHITECT PRIOR TO PROCEEDING WITH CONSTRUCTION.
 6. DRAWINGS REPRESENT DESIGN INTENT ONLY - CONTRACTOR RESPONSIBLE FOR MEANS AND METHODS.

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Oxford Residence
OXFORD RESIDENCE
407 OXFORD DR, LOS ANGELES CA, 91007

Client
Guomin Ding

Project Status: HOA Approval

Date: Rev #: Reason for Issue: [Signature]

Title: Area Schedule

Job #: 1451

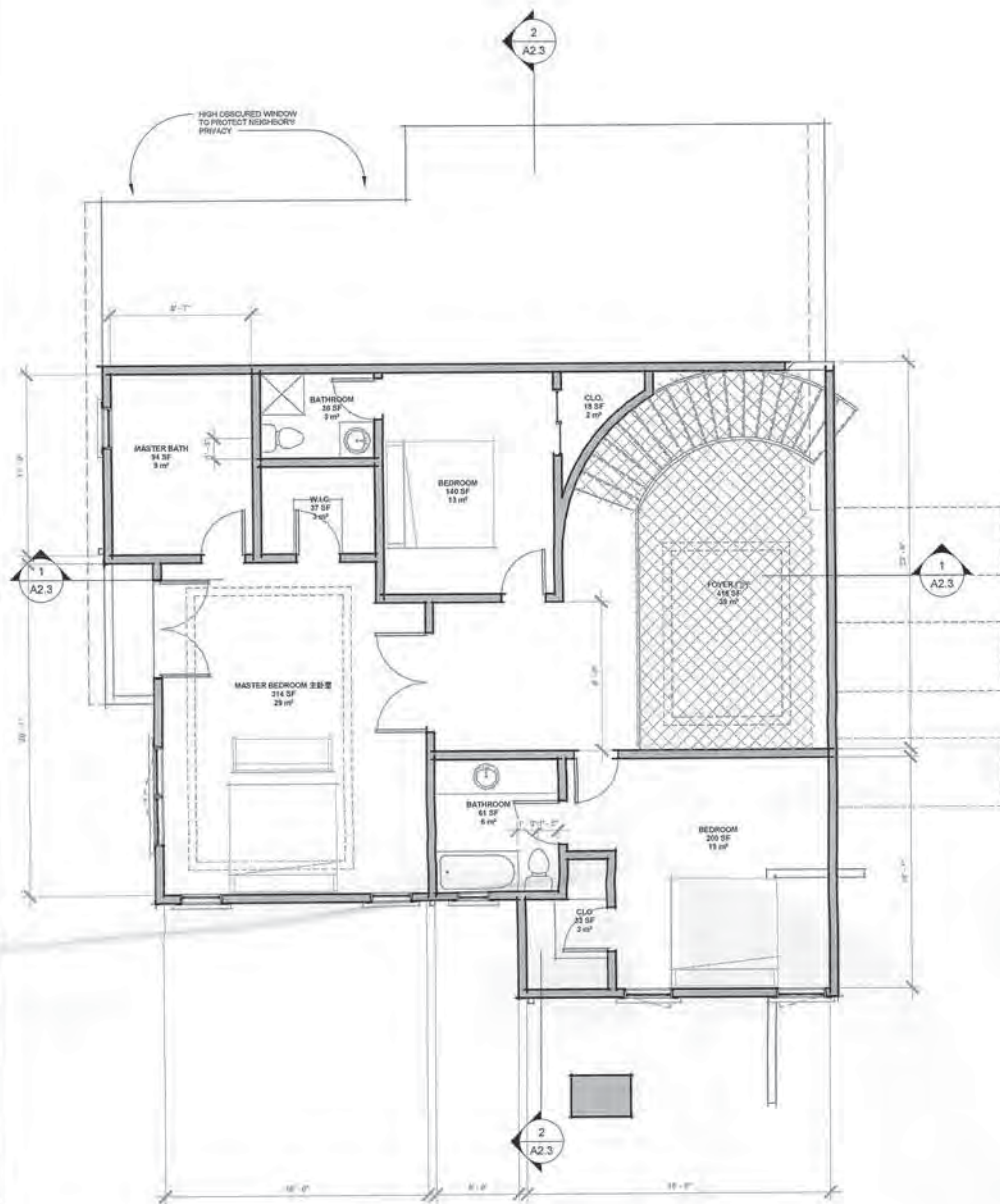
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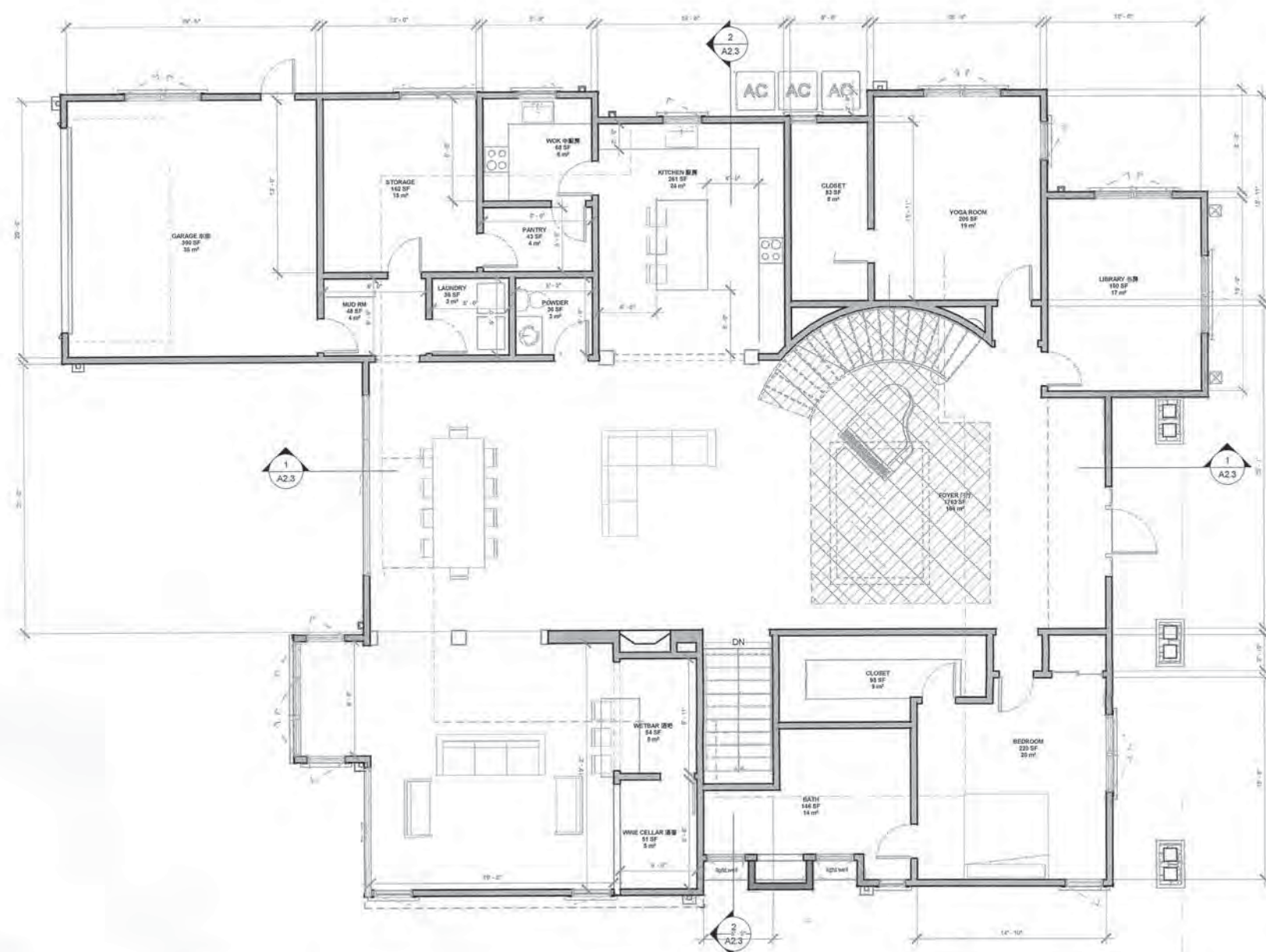
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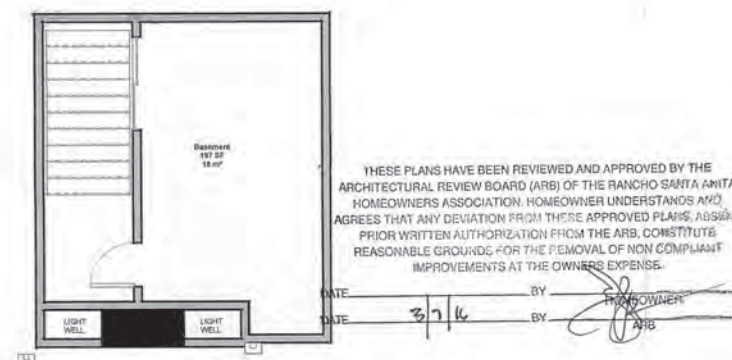
A1.2



② 2ND FLOOR PLAN
3/16" = 1'-0"



① 1ST FLOOR PLAN
3/16" = 1'-0"



③ BASEMENT
3/16" = 1'-0"

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Project Status: HOA Approval

Date Rev # Reason for Issue ✓/by

Title **FLOOR PLANS**

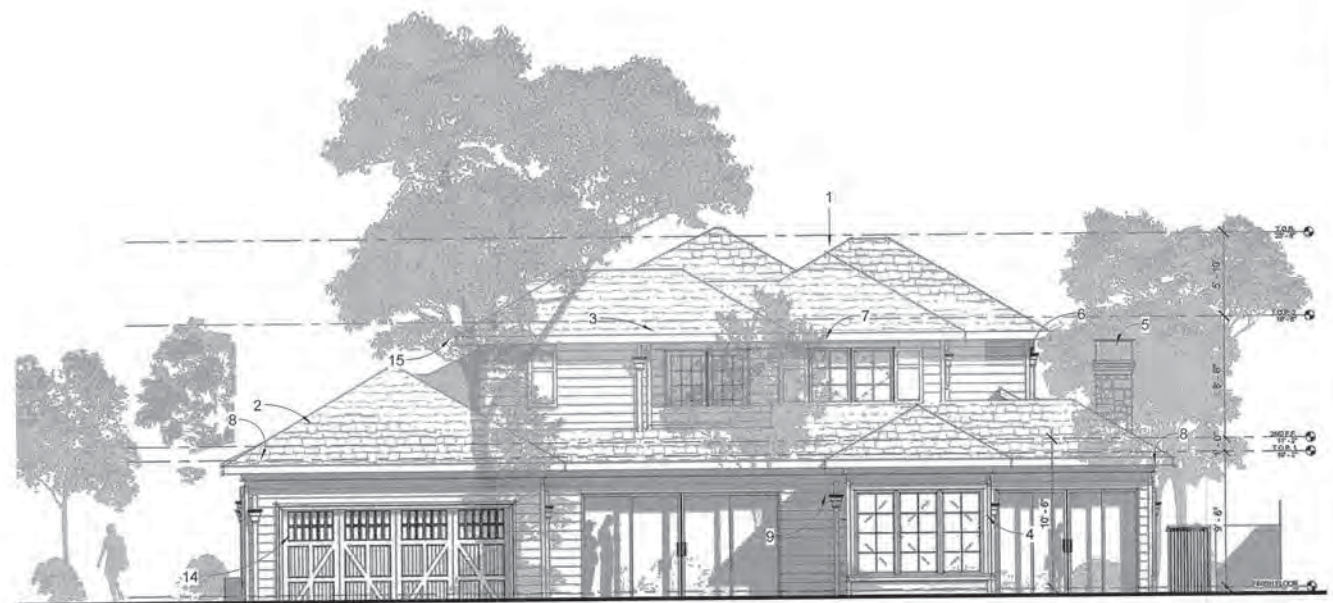
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Revision #

Drawing # **A2.1**



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DATE: 7/1/16 BY: [Signature]
SCALE: 3/16" = 1'-0"

EXTERIOR FINISH SCHEDULE				
NO.	MATERIAL	FINISH	COLOR	MANUFACTURE
1	CONCRETE ROOF TILE	CEDAR-LITE	SILVER OOD	BORAL ROOFING
2	WOOD SIDING	JAMES HARDIE WOOD SIDING	ASH GREY	JAMES HARDIE
3	WINDOW (2" RECESSED)	PREMIUM VINYL (PRAIRIE GRID)	WHITE	JELD-WEN
4	WOOD COLUMN	WOOD	DEW341 SWISS COFFEE	DUNN EDWARDS PAINT
5	FASCIA BOARDS	PAINTED, 2X4	DEW341 SWISS COFFEE	DUNN EDWARDS PAINT
6	CROWN MOULDING	PAINTED	DEW341 SWISS COFFEE	DUNN EDWARDS PAINT
7	WOOD TRIM	PAINTED	DEW341 SWISS COFFEE	DUNN EDWARDS PAINT
8	WROUGHT IRON	MATT FINISH	BRONZE	IRONWORKS
9	WOOD TRIM	WOOD	DEW341 SWISS COFFEE	DUNN EDWARDS PAINT
10	DOWN SPOUT/ RAIN GUTTER	ALUMINUM	WHITE	IRONWORKS
11	STONE VENEER	FIELDLEDGE	UMBRIA	ELDORADO STONE
12	EXTERIOR LIGHTING		GRAPHITE	MAXIM
13	GARAGE DOORS	OAK SUMMIT COLLECTION	WALNUT	AMARR
14	DECORATIVE SHROUD	SHEET METAL	BRONZE	FIREPLACE GUYS
15	WOOD SHUTTER	PAINTED	DARK GREEN	ATLANTIC SHUTTER

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Project Status: HOA Approval

Date: Rev # - Reason for issue: [Signature]

Title
ELEVATIONS

Job #
1451

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Date
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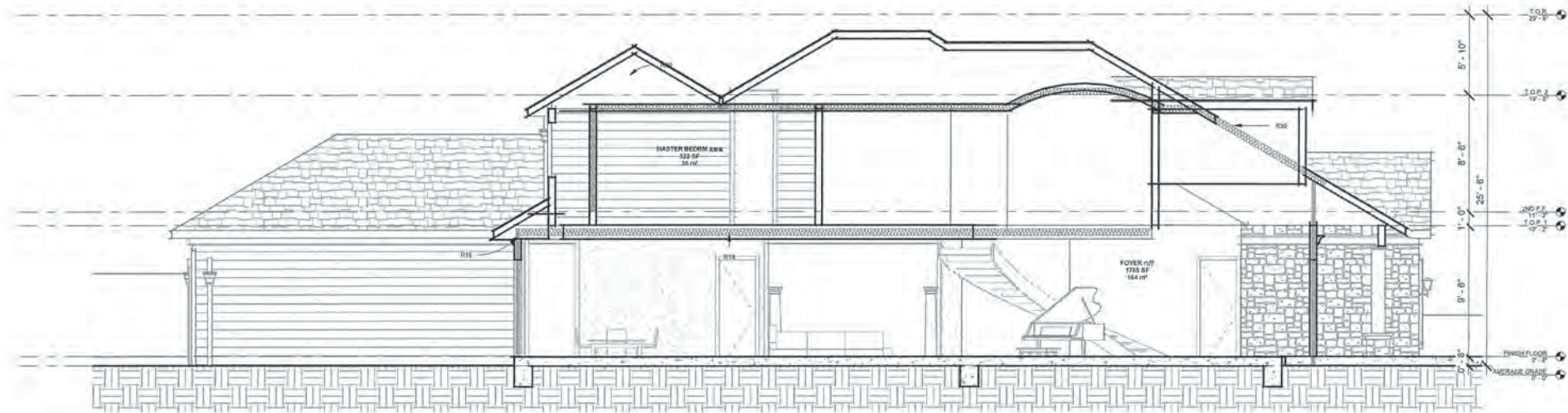
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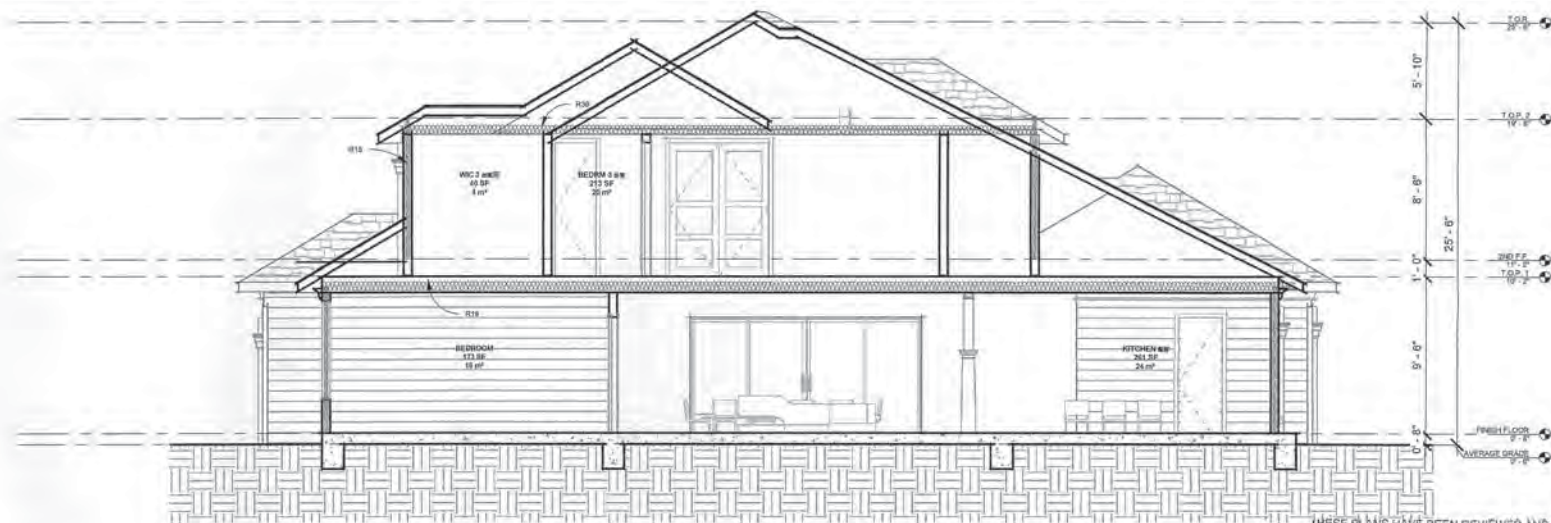
SECTIONS SCALE: 3/16" = 1'-0"

SECTION NOTES

- i. PROVIDE 5/8" TYPE 'X' GYPSUM BOARD ON ALL WALLS AND CEILING
- ii. PROVIDE 5/8" TYPE 'X' GYPSUM BOARD ON GARAGE WALLS AND CEILING, SEPARATING HABITABLE SPACE
- iii. PROVIDE INSULATION TO ALL EXTERIOR WALLS, FLOORS ABOVE GARAGE AND CEILING SEPARATING THE ATTIC: R-15 & R-30 & R-19
- iv. FIRST FLOOR W/ CONCRETE SLAB ON GRADE
- v. SECOND FLOOR WITH OPTION 3/4" GYPCRETE OVER 5/8" PLYWOOD OVER JOIST
- vi. SEE ROOF PLAN FOR ROOF SLOPES



1 Section 1
3/16" = 1'-0"



2 Section 2
3/16" = 1'-0"

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DATE 2/1/16 BY [Signature]
DATE 2/1/16 BY [Signature]

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Project Status: ROA Approval

Date Rev # Reason for Issue [checked]

Title
SECTIONS

Job # 1451

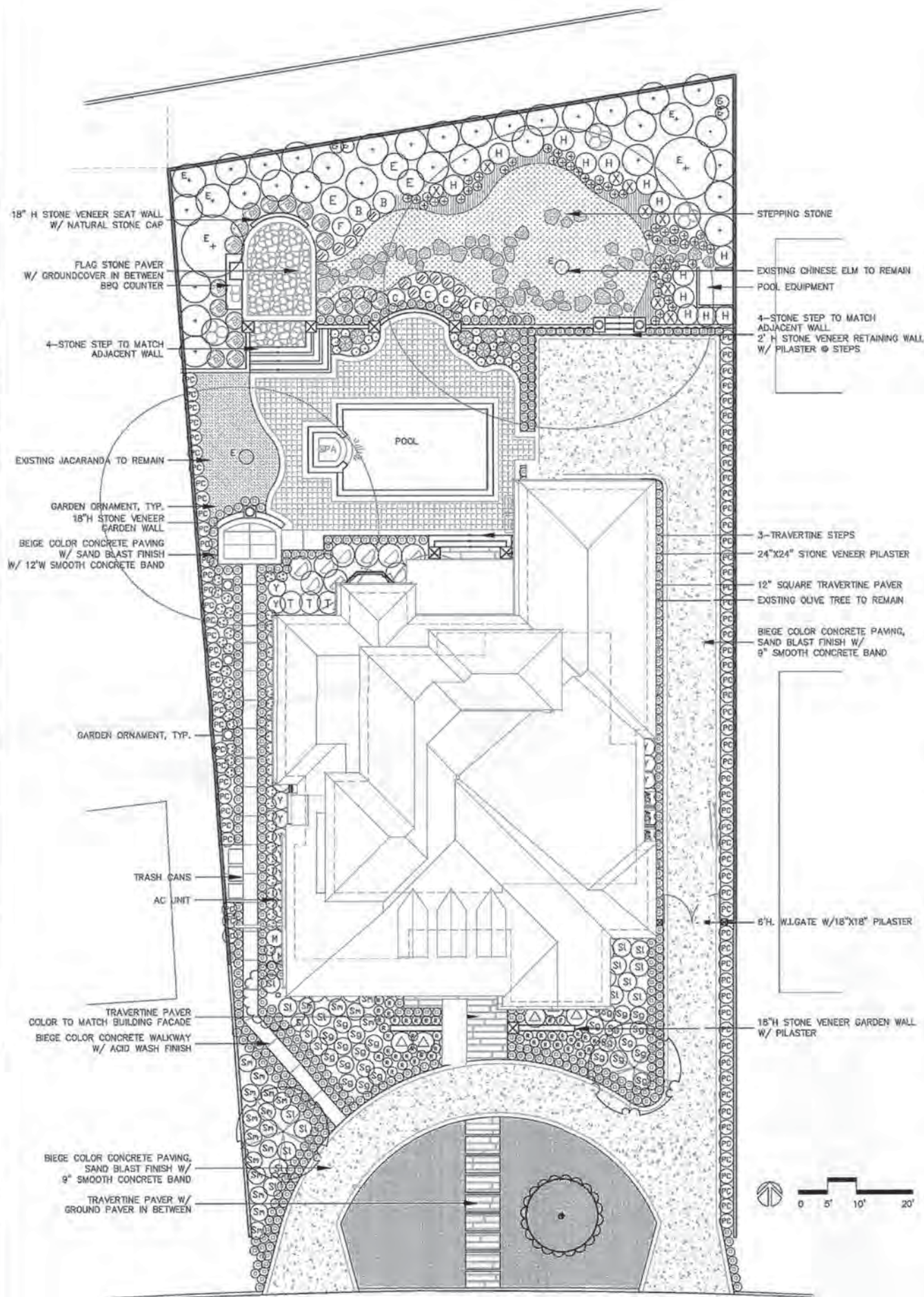
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Date 2/11/2016 2:50:31 PM

Revision #

Drawing #

A2.3



PLANTING NOTES

- PLANTS SHALL BE OF NO.1 GRADE CONFORMING TO CA. STANDARD GRADING CODE OF NURSERY STOCKS, AVERAGE FOR THE CONTAINER SIZE, HEALTHY, VIGOROUS AND FREE FROM INSECT INFESTATION AND DISEASES.
- WORK PROCEDURES APPLYING TO ALL PLANTING AREAS PRIOR TO PLANT MATERIAL INSTALLATION- (1) ALL DEBRIS, RUBBISH, WEEDS, ROCKS, ETC., SHALL BE CLEARED FROM SITE PRIOR TO PLANT INSTALLATION, (2) FINISH GRADE ARE FREE OF WATER POCKETS, AND GRADE TO ONE INCH FROM TOP OF CURBS OR PAVING; CONTRACTOR TO VERIFY ALL GRADING WORK WITH GRADING PLAN.
- GROUND COVER INDICATED AREA SHALL BE CONTINUOUS UNDER SHRUBS.
- PLANTING AREAS WHICH HAVE NO GROUND COVER SHALL RECEIVE 2" MIN. LAYER OF MULCH AS A GROUND COVER.
- TOPSOIL, IF REQUIRED, SHALL CONSIST OF SANDY-LOAM TEXTURE FERTILE SOIL WITH A PH RANGE OF 6.5 - 7.5 AND AN E.C.E. VALUE THAT DOES NOT EXCEED 3.0.
- SOIL PREPARATION- ALL PLANTED AREAS SHALL RECEIVE THE FOLLOWING AMENDMENTS PER 1,000 SQ. FT. OF SURFACE AREA. ROTO-TILL AMENDMENTS TO A DEPTH OF 6".
 - 200 LBS GRO-POWER.
 - 4 CUBIC YARDS NITROGENIZED, MINERALIZED FIR BARK OR REDWOOD SHAVINGS
 - APPLY PRE-EMERGENT WEED KILLER (DEVINOL-STAUFFER CHEMICAL CO.)
 - ADD 8 LBS OF GRO-POWER CONTROLLED RELEASE 12-8-8 PER CUBIC YARD OF MIX
 - APPLY DAMPENED ORGANIC MULCH 1" THROUGH-OUT ALL PLANTING AREAS
- PLANT PITS SHALL BE TWICE AS WIDE AND DEEP AS THE PLANT ROOT BALL, BACKFILL AND COMPACT TO 80%, WITH 60% EXCAVATED SITE SOIL AND 40% FIR BARK, UNLESS OTHERWISE NOTED. PROVIDE GRO-POWER PLANT TABLETS AT THE FOLLOWING RATES: 1 GAL-2, 5 GAL-5, 15 GAL-10, 24" BOX AND UP- 14.
- BACKFILL FOR FERNS, AZALEAS AND CAMELLIAS SHALL CONSIST OF THE FOLLOWING MIX:
 - 1 LB. OF BONE-MEAL PER CUBIC YARD OF MIX
 - 1/3 CANADIAN PEAT MOSS
 - 1/3 SANDY-LOAM TOPSOIL
 - 1/3 LEAF MOLD
 - 2LBS. 3N 3P 3K ALL ORGANIC FERTILIZER PER CUBIC YARD

PLANTING LEGEND

QUANTITY	BOTANICAL NAME
36" BOX	CHAMAEROPS HUMILIS
SIZE	MEDITERRANEAN FAN PALM (M.E.)
	COMMON NAME

TREES

E+	EXISTING TREES TO REMAIN
2	LAGERSTROEMIA INDICA 'WHITE'
48" BOX	CAPE MYRTLE (L.D.)
2	CINNAMOMUM CAMPHORA (USE DBL TRUNK SPECIMENS)
72" BOX	CAMPOR (L.E.)
35	FICUS MICROCARPA 'NITIDA'
25 GAL	INDIAN LAUREL FIG (M.E.)
1	JACARANDA ACUTIFOLIA (MULTI-TRUNKED)
60" BOX	SAUCER MAGNOLIA

LRG. SHRUBS

3	PHORMIUM TENAX 'PINK STRIP'
5 GAL	NEW ZEALAND FLAX (M.E.)
5	AGAVE ATTENUATA
5 GAL	FOXTAIL AGAVE (L.E.)
10	SALVIA LEUCANTHA
5 GAL	MEXICAN SAGE BUSH (L.E.)
3	ECHINUM FASTUOSUM
5 GAL	PRIDE OF MADRID (L.E.)
12	ALYOGYNE HUEGELII
5 GAL	BLUE HIBISCUS (L.E.)
2	BOUGAINVILLEA 'ROSENKA'
5 GAL	BOUGAINVILLEA (L.E.)
3	CEANOTHUS G. H. 'YANKEE POINT'
5 GAL	WILD LILAC (L.E.)
4	CAMELLIA JAPONICA
5 GAL	CAMELLIA (H.E.)
6	STRELITZIA REGINAE
5 GAL	BIRD OF PARADISE (M.E.)
87	PRUNUS CAROLINIANA
24" BOX	CAROLINA LAUREL CHERRY (M.E.)
	(BRIGHT AND TIGHT)
	(SPACE 4'-6" O.C.)
4	RHAPHIOLEPIS INDICA 'SPRINGTIME'
5 GAL	INDIA HAWTHORN (M.E.)

SHRUBS

2	PENNISTUM SETACEUM 'RUBRUM'
5 GAL	FOUNTAIN GRASS (M.E.)
3	CISTUS PURPUREUS
5 GAL	ORCHID ROCKROSE (L.E.)
18	ROSA 'ICEBERG'
5 GAL	WHITE SHRUB ROSE (M.E.)
34	ROSA SPP.
5 GAL	ROSE (M.E.)
3	MISCANTHUS SINENSIS 'GRACILLUMS'
5 GAL	MAIDEN GRASS (M.E.)
36	ROSMARINUS OFFICINALIS 'TUSCAN BLUE'
5 GAL	ROSEMARY (L.E.)
8	SALVIA GREGGII 'PINK'
5 GAL	PINK AUTUMN SAGE (L.E.)
12	SALVIA MICROPHYLLA 'HOT LIPS'
5 GAL	HOT LIPS SAGE (L.E.)
5	ACANTHUS SPINOSUS
5 GAL	ARMED BEAR'S BREECH (M.E.)
5	NEPETA FAASSENII
1 GAL	CATMINT (L.E.)
10	LAVANDULA X HETEROPHYLLA
1 GAL	SWEET LAVENDER (L.E.)
48	AGAPANTHUS 'PETER PAN'
1 GAL	LILY-OF-THE-NILE (M.E.)

GROUND COVER

1,002 SF	MARATHON II SODDED FESCUE
SOD	TURF (H.E.)
253 SF	TRACHELOSPERMUM JASMINOIDES
FLATS	STAR JASMINE (M.E.)
1151 SF	DYMONDIA MARGARETAE
FLATS	SILVER CARPET (L.E.)
105 SF	IMPATIENS WALLERIANA
FLATS	IMPATIENS (M.E.)

NOTE: (L)-LOW, (M)-MODERATE, (H)-HIGH, (E)-EVERGREEN, (D)-DECIDUOUS

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DATE: 3/4/16 BY: [Signature]

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Client
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Project Status: HOA Approval

LANDSCAPE PLAN

Job #	1451
Original Size	24 x 36
Date	2/25/2016 3:38:02 PM
Revision #	
Drawing #	A2.4



1 BBQ COUNTER 烧烤台



2 STEPS AND PLANTING 台阶植栽



3 POOL COPING AND ADJACENT PAVING 泳池及周邊



4 OUTDOOR LIVING SPACE 室外活动区域

- GENERAL NOTES**
1. DO NOT SCALE DRAWINGS. DIMENSIONS GOVERN.
 2. ALL DIMENSIONS ARE TO FACE OF STRUCTURE (F.O.S.), UNLESS OTHERWISE NOTED.
 3. ALL DIMENSIONS SHOULD BE VERIFIED ON SITE BEFORE PROCEEDING WITH THE WORK.
 4. AS-BUILT CONDITIONS TO BE VERIFIED.
 5. ANY INCONSISTENCIES OR UNFORESEEN CONDITIONS TO BE REVIEWED BY THE ARCHITECT PRIOR TO PROCEEDING WITH CONSTRUCTION.
 6. DRAWINGS REPRESENT DESIGN INTENT ONLY - CONTRACTOR RESPONSIBLE FOR MEANS AND METHODS.

foxlin architectural design & consulting

392 Camino De Estrella
San Clemente, CA 92672

949 325 3001 phone
949 203 3339 fax
foxlin.com web
info@foxlin.com email

Oxford Residence
OXFORD RESIDENCE
407 OXFORD DR. LOS ANGELES CA, 91007

Client
Guamin Ding

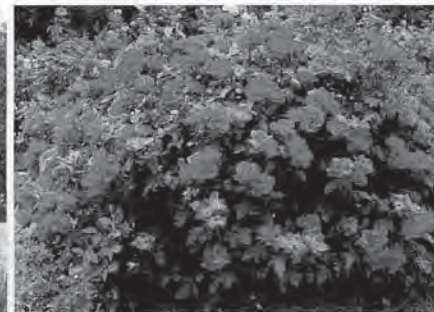
Project Status: BOA Approval



1 CINNABARUM CAMPORA 金桂树



2 LIGULOSTRUMA INDICA 'FALESI' 'WAPAKO' 花叶芦荻



3 ROSA 'RADAZZ' 玫瑰



1 PLANTING BY DRIVEWAY 车道内景植栽



2 DRIVEWAY PLANTING 车道植栽



3 DRIVEWAY PLANTING 车道植栽



5 BURSUS ARBOREUS VIL. JAPONICA 'GREEN BEAUTY' 小叶黄杨



3 ROSA 'CHINA DOLL' 玫瑰



6 SEASONAL COLOR PLANTS 季节性植物



4 GARDEN WALL & PILASTER 花园墙及壁柱



3 PLANTING BY CONCRETE WALKWAY 步行道内景植栽



5 GARDEN ORNAMENT 花园装饰



4 SEASONAL COLOR PLANTS 季节性植物

PRELIMINARY LANDSCAPE PLAN
407 OXFORD DRIVE, ARCADIA, CA 91007
SCALE: 1/8"=1'-0"

O' SPRING STUDIO
LANDSCAPE ARCHITECTURE • ARCHITECTURE • PLANNING • URBAN DESIGN

797 SAN REMO, IRVINE, CA 92606
T 949 423 5000 E OSPRINGSTUDIO@GMAIL.COM

THESE PLANS HAVE BEEN REVIEWED AND APPROVED BY THE ARCHITECTURAL REVIEW BOARD OF THE RAINBOW SANTA ANITA HOMEOWNERS ASSOCIATION. HOMEOWNER UNDERSTANDS AND AGREES THAT ANY DEVIATION FROM THE APPROVED PLANS, ABSENT PRIOR WRITTEN AND HOA-APPROVED REVISIONS, WILL CONSTITUTE REASONABLE GROUNDS FOR THE REJECTION OF ANY COMPLAINTS OR IMPROVEMENTS AT THE OWNERS' EXPENSE.

DATE 2/1/16 BY [Signature] OWNER
DATE 2/1/16 BY [Signature] ARCH

Date Rev # Reason for Issue

Title LANDSCAPE PLAN

Job # 1451

Original Size 24 x 36

Date 2/11/2016 2:50:45 PM

Revision #

Drawing #

A2.5

Oxford Residence Material Board



Concrete Roof Tile

Boral Roofing
Cedar-Lite
Silverwood

Wood Column

Dunn Edwards Paint
Wood, Painted
Swiss Coffee



Downspout/Gutter

Custom Iron Work
Aluminium
White

Wood Siding

James Hardie Wood Siding
Ash Grey
James Hardie

Crown Moulding

Dunn Edwards Paint
Painted
Swiss Coffee



Wood Shutter

Atlantic Shutter
Painted
Dark Green



Window

Jeld-wen
Premium Vinyl
White

Wood Trim

Dunn Edwards Paint
Painted
Swiss Coffee



Garage Door

Amarr
Oak Submmit Collection
Walnut

Fascia Board

Dunn Edwards Paint
Painted 2x4
Swiss Coffee



Stone Veneer

Eldorado Stone
Fieldledge
Umbria

Gable Vent

Custom Wood Work
Wood, Painted
Swiss Coffee

THESE PLANS HAVE BEEN REVIEWED BY THE ARCHITECTURAL REVIEW BOARD (ARB) OF THE CITY OF OXFORD, ONTARIO, AND THE HOMEOWNERS ASSOCIATION OF OXFORD, ONTARIO, AND THEY AGREE THAT ANY DELAY, LOSS, OR DAMAGE TO THE PROJECT PRIOR TO THE REVIEW BOARD'S REVIEW IS THE RESPONSIBILITY OF THE HOMEOWNER. THE REVIEW BOARD'S REVIEW IS NOT A GUARANTEE OF THE QUALITY OF THE WORK OR THE ACCURACY OF THE PLANS. THE REVIEW BOARD'S REVIEW IS FOR INFORMATIONAL PURPOSES ONLY. THE REVIEW BOARD'S REVIEW IS NOT A GUARANTEE OF THE QUALITY OF THE WORK OR THE ACCURACY OF THE PLANS. THE REVIEW BOARD'S REVIEW IS FOR INFORMATIONAL PURPOSES ONLY.

DATE: 2/7/16 BY: [Signature]

Attachment No. 7

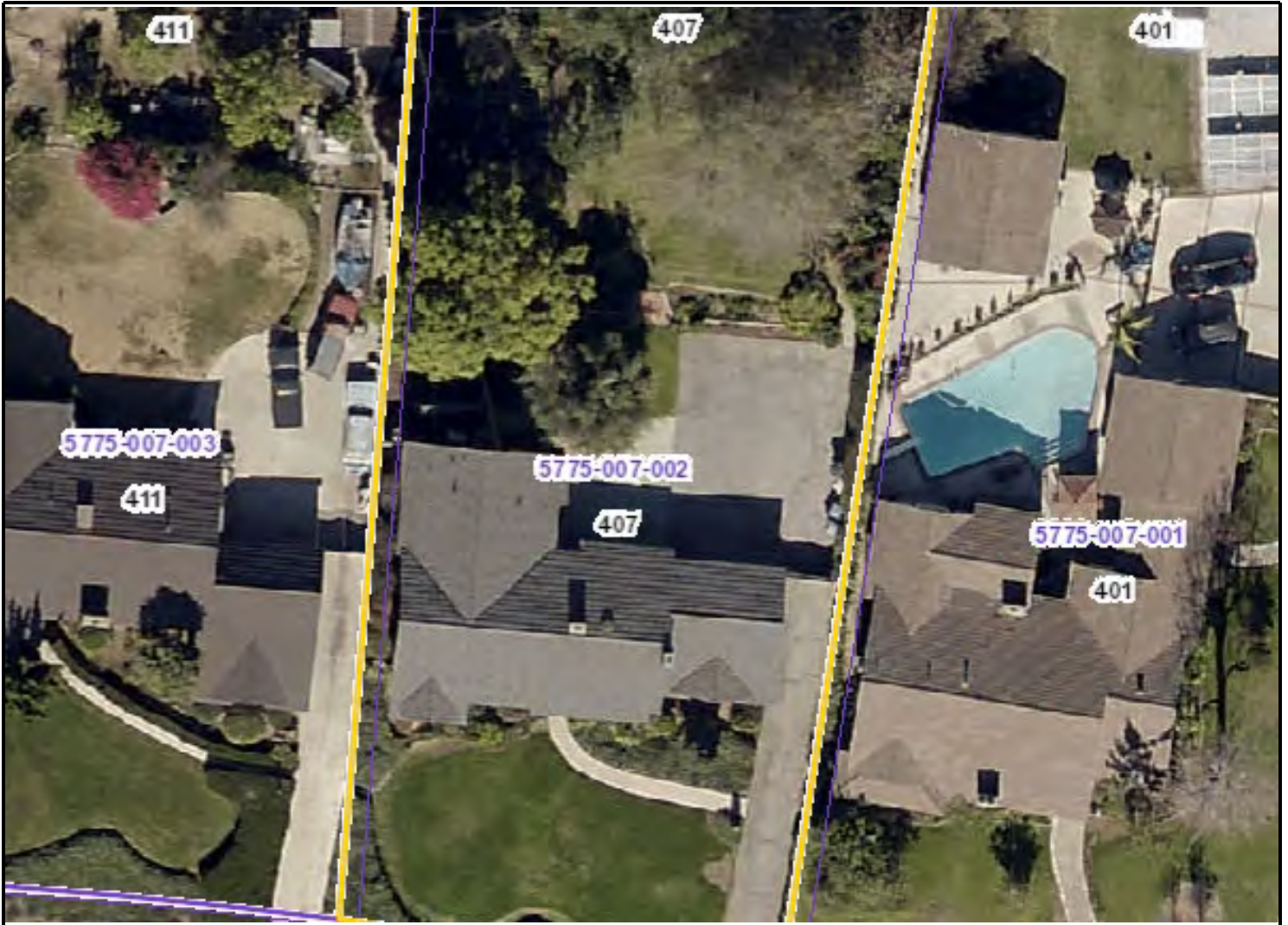
Aerial Photo with Zoning Information &
Photos of Subject Property

Site Address:

407 OXFORD DR

Property Owner(s):

FRITSCH,BETTY A ET AL CLARK,BARBARA P



Property Characteristics

Zoning:	R-O (15,000)
General Plan:	VLDR
Lot Area (sq ft):	17,767
Main Structure / Unit (sq. ft.):	1,712
Year Built:	1954
Number of Units:	1

Overlays

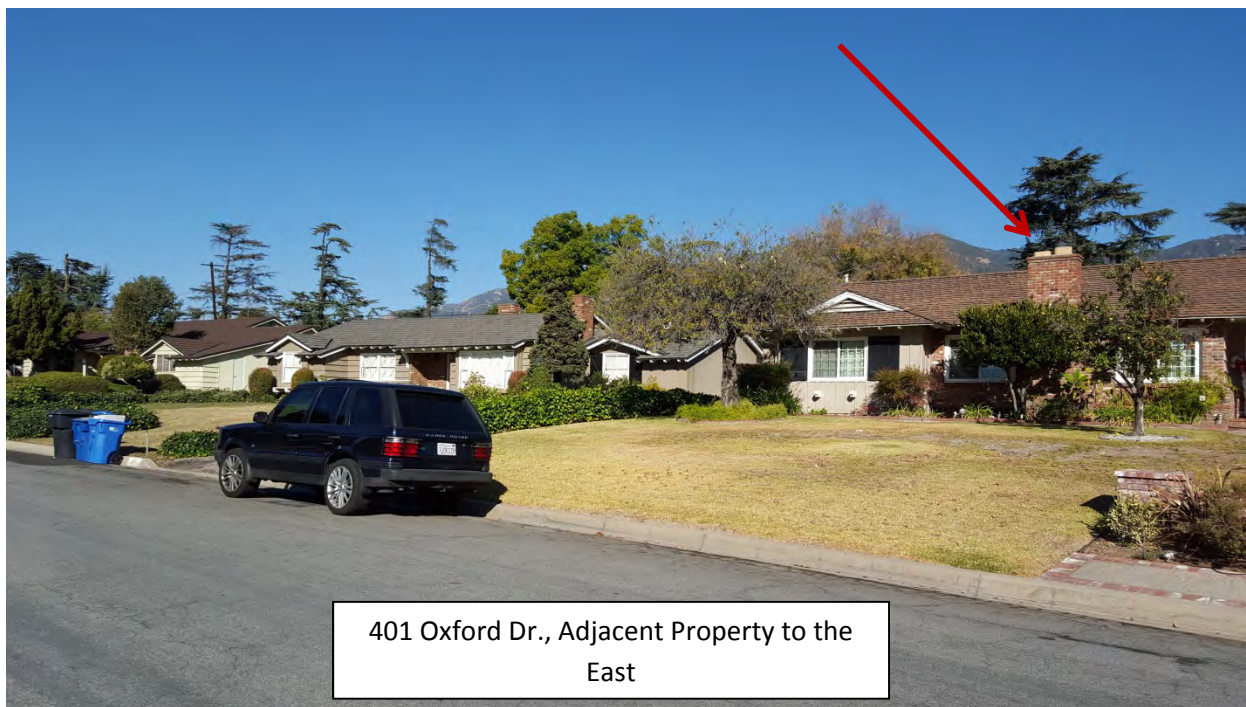
Parking Overlay:	n/a
Downtown Overlay:	n/a
Special Height Overlay:	n/a
Architectural Design Overlay:	D

Selected parcel highlighted



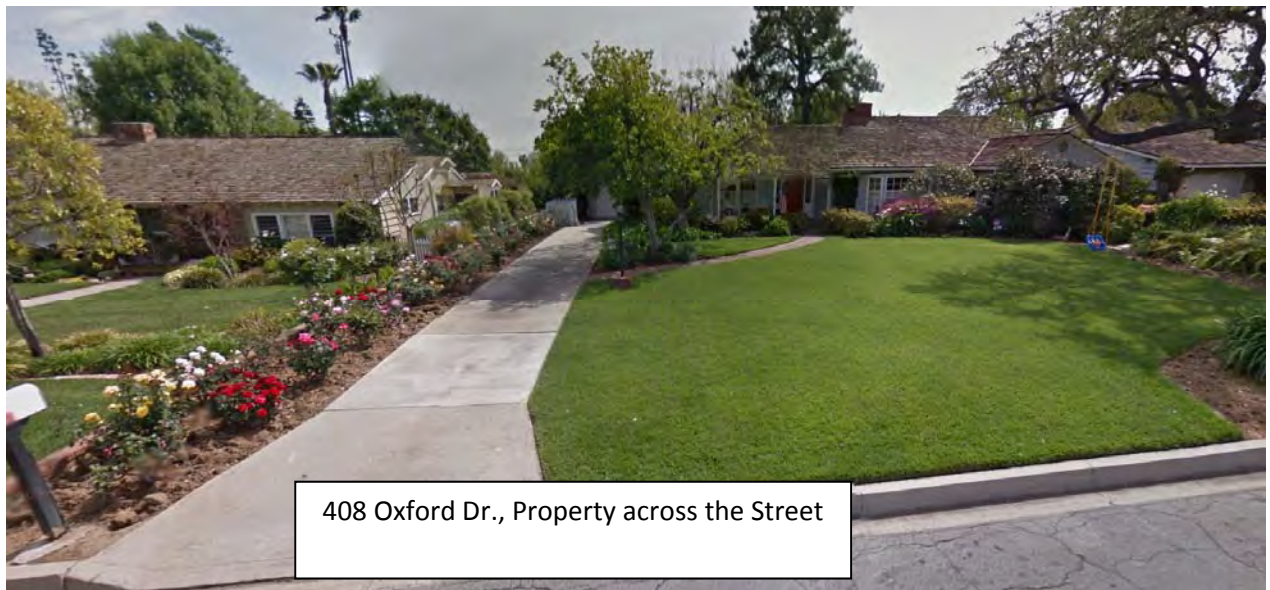
Parcel location within City of Arcadia



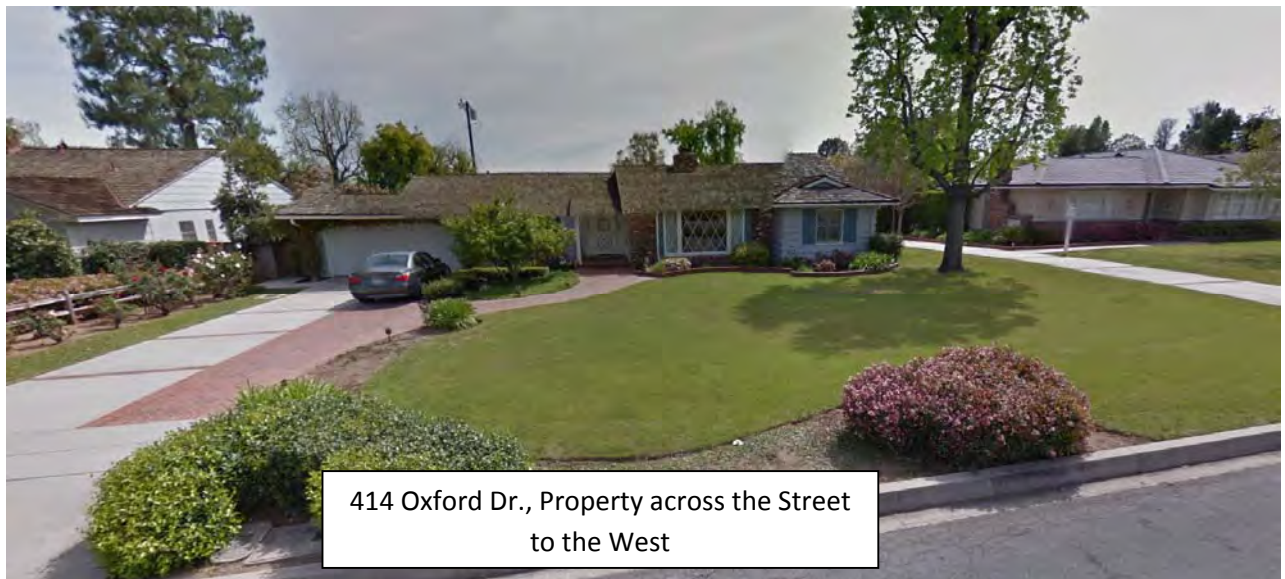
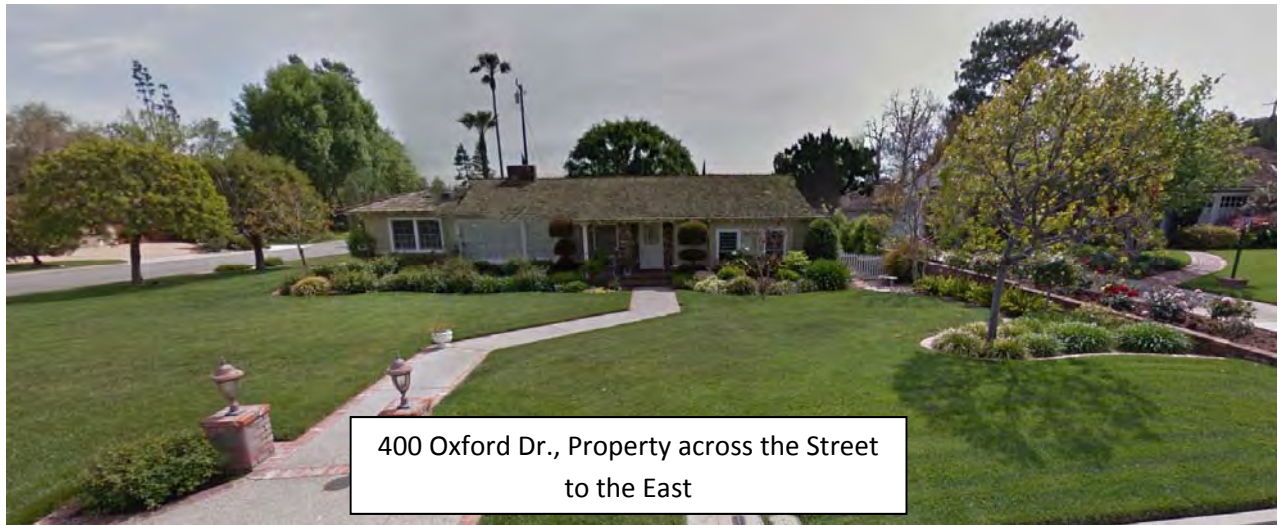


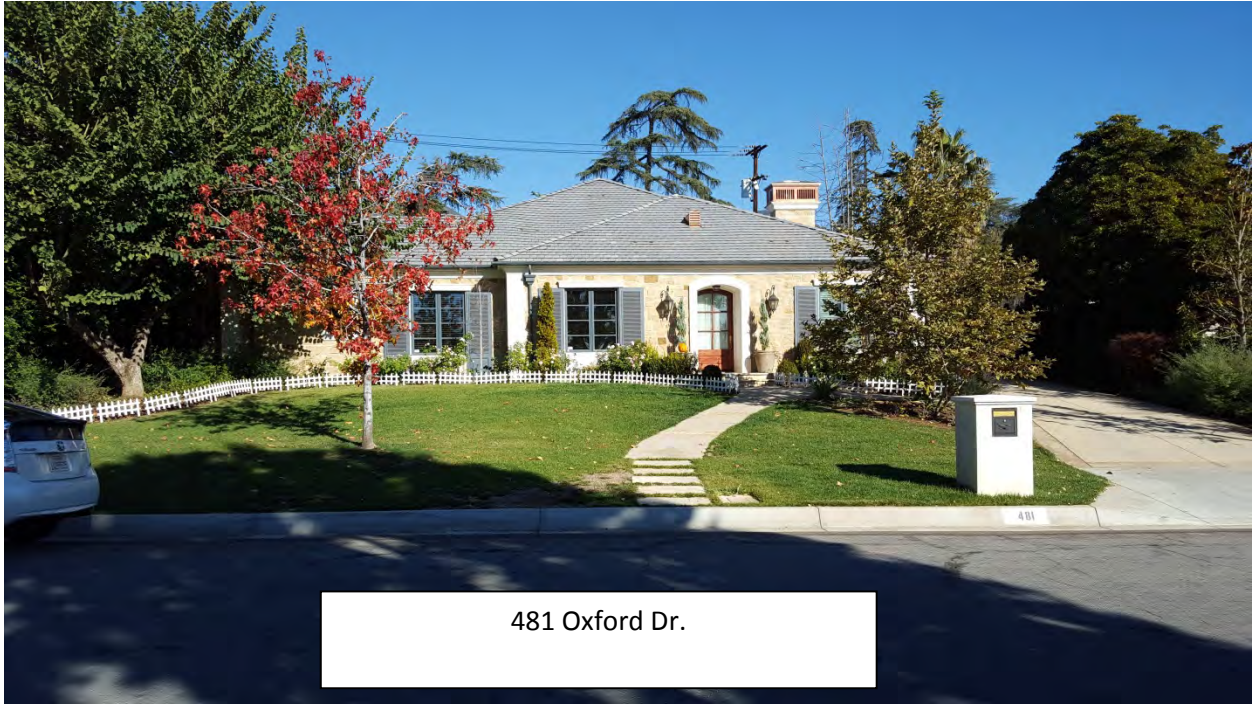


411 Oxford Dr., Adjacent Property to the West

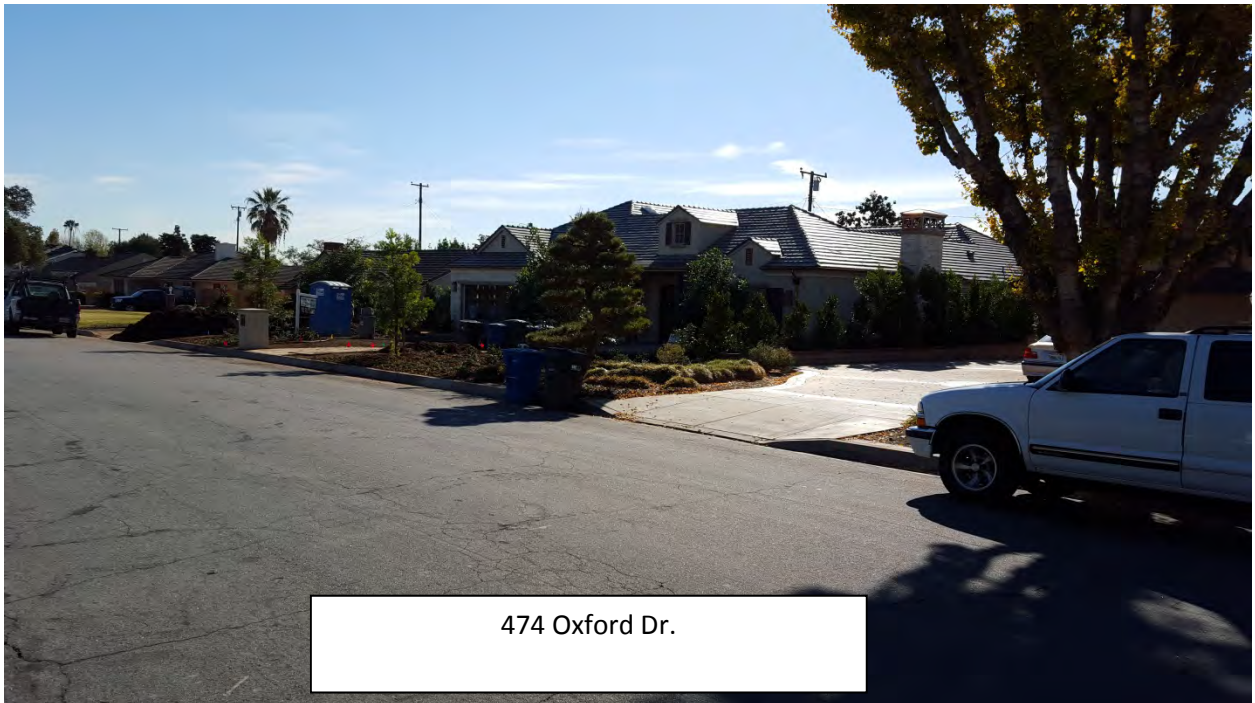


408 Oxford Dr., Property across the Street





481 Oxford Dr.



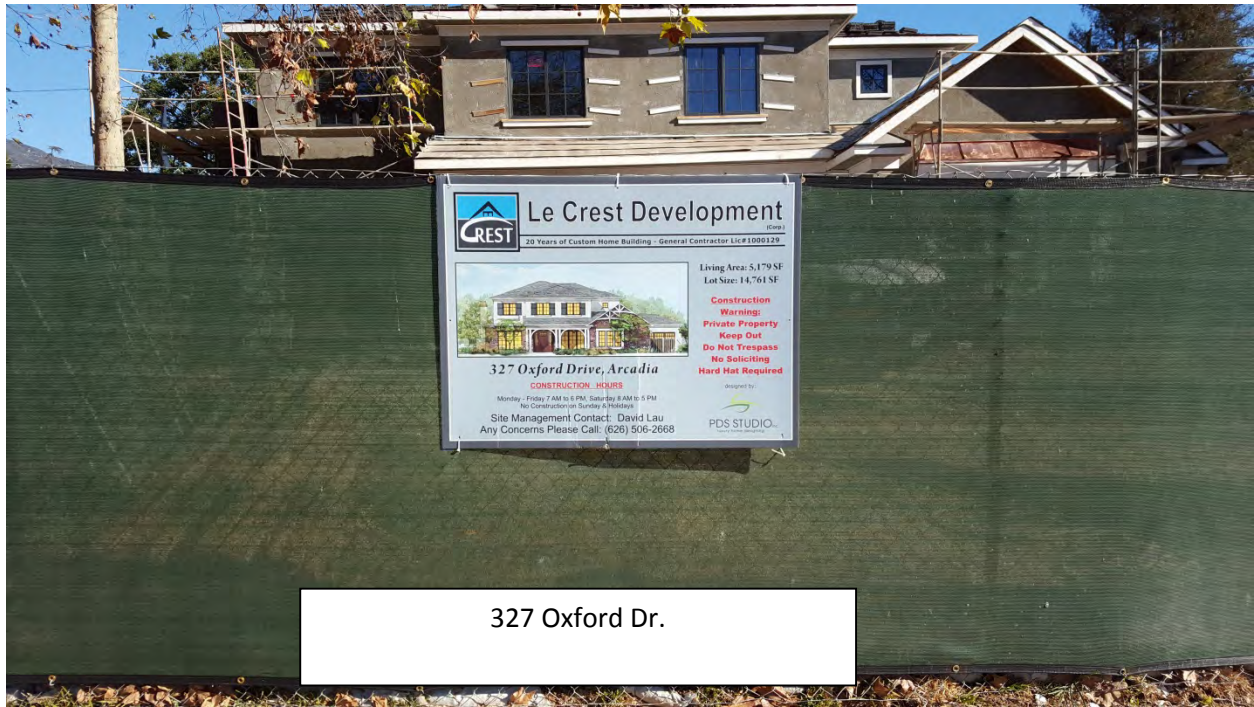
474 Oxford Dr.



448 Oxford Dr.



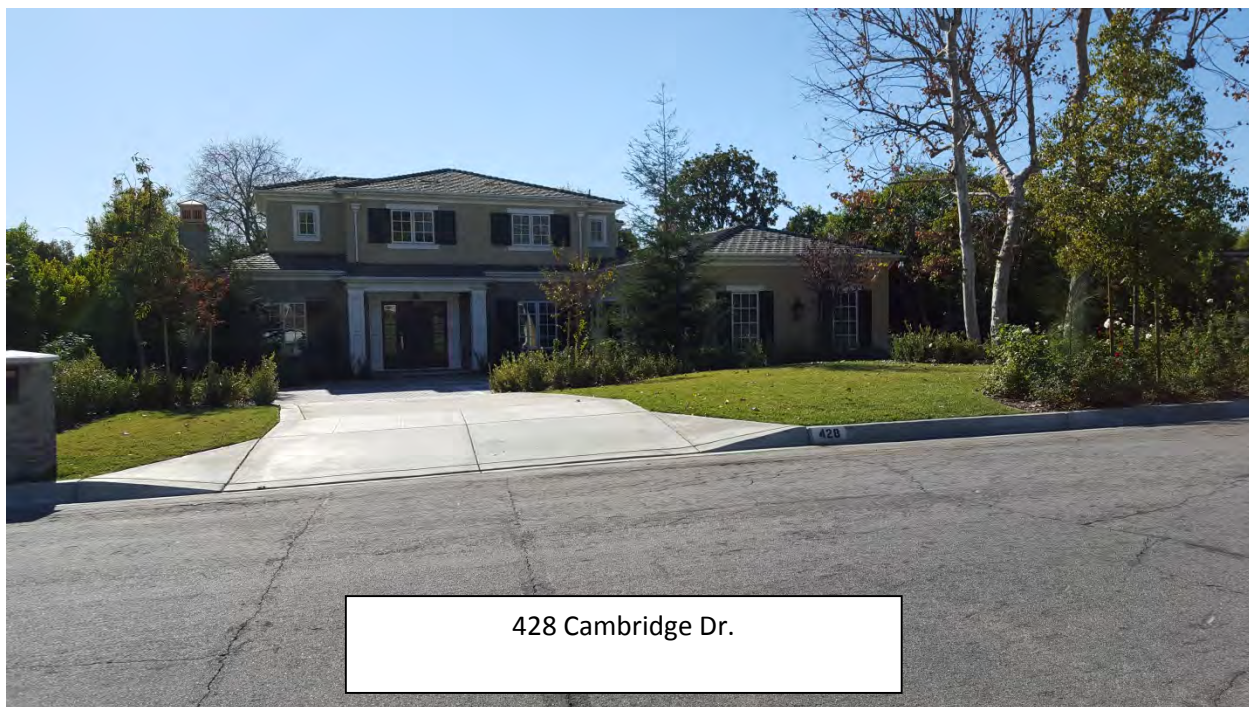
438 Oxford Dr.



327 Oxford Dr.

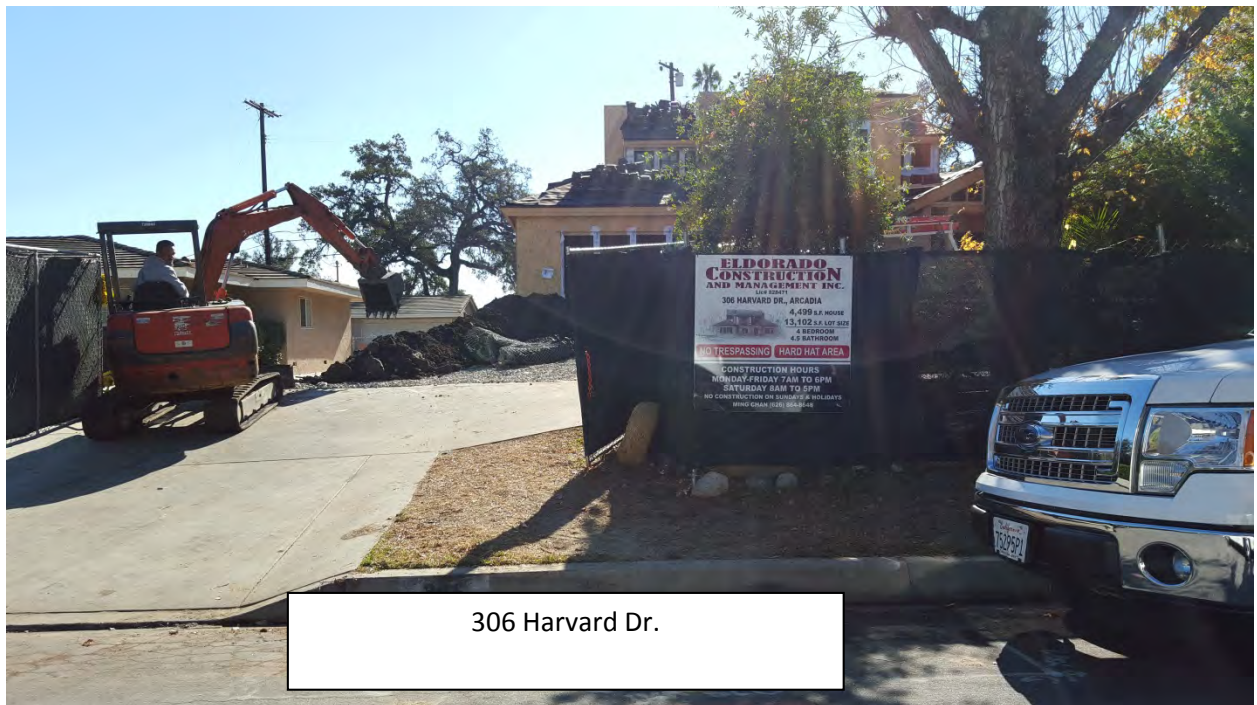


475 Cambridge Dr.





414 Cambridge Dr.



306 Harvard Dr.

Attachment No. 8

Preliminary Exemption Assessment



PRELIMINARY EXEMPTION ASSESSMENT

(Certificate of Determination
When Attached to Notice of Exemption)

1. Name or description of project:	An Appeal of the Rancho Santa Anita Residents' Association Architectural Review Board's approval of the single-family residential design																																														
2. Project Location – Identify street address and cross streets or attach a map showing project site (preferably a USGS 15' or 7 1/2' topographical map identified by quadrangle name):	407 Oxford Dr. (between N. Baldwin Avenue and Princeton Road)																																														
3. Entity or person undertaking project:	<div style="border: 1px solid black; padding: 2px;">A.</div> <div style="border: 1px solid black; padding: 2px;">B. Other (Private)</div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;">(1)</td> <td style="width: 30%;">Name</td> <td colspan="2">John and Demie Kiragis</td> </tr> <tr> <td style="text-align: center;">(2)</td> <td>Address</td> <td colspan="2">400 Oxford Drive Arcadia, CA 91006</td> </tr> </table>			(1)	Name	John and Demie Kiragis		(2)	Address	400 Oxford Drive Arcadia, CA 91006																																					
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(2)	Address	400 Oxford Drive Arcadia, CA 91006																																													
4. Staff Determination:	<p>The Lead Agency's Staff, having undertaken and completed a preliminary review of this project in accordance with the Lead Agency's "Local Guidelines for Implementing the California Environmental Quality Act (CEQA)" has concluded that this project does not require further environmental assessment because:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center;">a.</td> <td style="width: 5%; text-align: center;"><input type="checkbox"/></td> <td colspan="2">The proposed action does not constitute a project under CEQA.</td> </tr> <tr> <td style="text-align: center;">b.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td colspan="2">The project is a Ministerial Project.</td> </tr> <tr> <td style="text-align: center;">c.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td colspan="2">The project is an Emergency Project.</td> </tr> <tr> <td style="text-align: center;">d.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td colspan="2">The project constitutes a feasibility or planning study.</td> </tr> <tr> <td style="text-align: center;">e.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td colspan="2">The project is categorically exempt.</td> </tr> <tr> <td></td> <td></td> <td style="width: 30%;">Applicable Exemption Class:</td> <td>15303 (Class 3, Construction of one Single-Family Residence)</td> </tr> <tr> <td style="text-align: center;">f.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td colspan="2">The project is statutorily exempt.</td> </tr> <tr> <td></td> <td></td> <td>Applicable Exemption:</td> <td></td> </tr> <tr> <td style="text-align: center;">g.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td colspan="2">The project is otherwise exempt on the following basis:</td> </tr> <tr> <td style="text-align: center;">h.</td> <td style="text-align: center;"><input type="checkbox"/></td> <td colspan="2">The project involves another public agency which constitutes the Lead Agency.</td> </tr> <tr> <td></td> <td></td> <td>Name of Lead Agency:</td> <td></td> </tr> </table>			a.	<input type="checkbox"/>	The proposed action does not constitute a project under CEQA.		b.	<input type="checkbox"/>	The project is a Ministerial Project.		c.	<input type="checkbox"/>	The project is an Emergency Project.		d.	<input type="checkbox"/>	The project constitutes a feasibility or planning study.		e.	<input checked="" type="checkbox"/>	The project is categorically exempt.				Applicable Exemption Class:	15303 (Class 3, Construction of one Single-Family Residence)	f.	<input type="checkbox"/>	The project is statutorily exempt.				Applicable Exemption:		g.	<input type="checkbox"/>	The project is otherwise exempt on the following basis:		h.	<input type="checkbox"/>	The project involves another public agency which constitutes the Lead Agency.				Name of Lead Agency:	
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Date: December 24, 2015

Staff: Nick Baldwin, Assistant Planner



**ARCADIA PLANNING COMMISSION
REGULAR MEETING MINUTES
Tuesday, February 23, 2016**

CALL TO ORDER

Chairman Chiao called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL:

PRESENT: Commissioners Chan, Lewis, Lin, Thompson, and Chiao

ABSENT: None

SUPPLEMENTAL INFORMATION FROM STAFF REGARDING AGENDA ITEMS

For Agenda Item No. 2, the Commissioners were given copies of emails a Zoning Map, and a map of the Homeowners' Association areas.

PUBLIC COMMENTS (5 minute time limit per person)

There were none

PUBLIC HEARINGS

1. Resolution no. 1959 – approving Conditional Use Permit No. CUP 15-14 with a Categorical Exemption under the California Environmental Quality Act (CEQA) to operate a pet store with pet grooming at 40 E. Live Oak Avenue.

Applicant: Don Essertier

Recommended Action: Adopt Resolution No. 1959

Community Development Administrator Jim Kasama introduced the item and turned it over to Contract Planner Jeff Hamilton, who presented the staff report.

Chairman Chiao opened the public hearing and asked if the applicant would like to speak.

The applicant stated that he was available to answer any questions.

Chairman Chiao asked if anyone would like to speak in favor of the item.

No one responded.

Chairman Chiao asked if anyone would like to speak in opposition to this item.

No one responded.

MOTION

It was moved by Commissioner Chan, seconded by Commissioner Lin to close the public hearing. Without objection, the motion was approved.

MOTION

It was moved by Commissioner Lin, seconded by Commissioner Lewis to adopt Resolution No. 1959 approving Conditional Use Permit No. CUP 15-14 with a Categorical Exemption under the California Environmental Quality Act (CEQA) to operate a pet store with pet grooming at 40 E. Live Oak Avenue.

ROLL CALL

AYES: Commissioners Chan, Lewis, Lin, Thompson, and Chiao
NOES: None
ABSENT: None

2. Text Amendment No. 16-01 – City-initiated text amendments with an exemption under the California Environmental Quality Act (CEQA) to amend Part 5 of Chapter 2 of Article IX of the Arcadia Municipal Code pertaining to the City's Single-Family Residential Zoning Regulations.

Applicant: City of Arcadia

Recommended Action: Recommend approval to the City Council

Mr. Kasama introduced the item and turned it over to Development Services Director/Assistant City Manager Jason Kruckeberg, who presented the staff report.

Chairman Chiao opened the public hearing and asked if anyone would like to speak in favor of the item.

The following residents spoke:

Robert Stover, Highlands Homeowners' Association (HOA) President
Laurie Thompson, Zoning Review Committee Member and Santa Anita Village Architectural Review Board (ARB) Chair
Julie Lim, Santa Anita Village HOA President
Ernie Boehr, Zoning Review Committee Member and Rancho Santa Anita ARB Chair
George Chen, Highlands HOA resident
Jessie Ramirez, South Arcadia resident
Jack Lynch, Zoning Review Committee Member and Santa Anita Oaks ARB Chair

Chairman Chiao asked if anyone would like to speak in opposition to the item.

The following residents spoke:

Joseph Su
Karl Su
Raymond Lee
Brett Mitulski

Beverly Zhou
Darin Grover
Sally Chan
Tim Ying
Dr. Sheng Chang
Edmund Liu
Mr. Wei
Eric Rosa
Jesse Yuan
Gentleman with translator (name unknown)

Chairman Chiao called for a recess at 9:08 p.m. and reconvened the meeting at 9:21 p.m.

Chairman Chiao asked if anyone else would like to speak in opposition to the item.

The following resident spoke:

Gary Yamata

MOTION

It was moved by Commissioner Lin, seconded by Commissioner Thompson to close the public hearing. Without objection, the motion was approved.

MOTION

It was moved by Commissioner Lewis to continue the discussion to request that the City Council authorize an Economic Study of the impacts of Text Amendment No. 16-01 before the Planning Commission makes a recommendation. Commissioner Lin seconded the motion with an amendment to include that the City request official written communication from the Home Owners' Associations regarding their approval or disapproval of the recommendations of the Zoning Review Committee. Commissioner Lewis accepted the amendment.

ROLL CALL

AYES: Commissioners Chan, Lewis, Lin and Chiao
NOES: Thompson
ABSENT: None

CONSENT CALENDAR

3. Minutes of the January 26, 2016, Regular Meeting of the Planning Commission.

Recommended Action: Approve

MOTION

It was moved by Commissioner Lin, seconded by Commissioner Lewis, to approve the minutes.

ROLL CALL

Any writings or documents provided to a majority of the Planning Commission regarding any item on this agenda will be made available for public inspection in the City's Planning Services Office located at 240 W. Huntington Drive, Arcadia, California, during normal business hours.

AYES: Commissioners Chan, Lewis, Lin, Thompson and Chiao
NOES: None
ABSENT: None

MATTERS FROM CITY COUNCIL LIAISON

Mayor Gary Kovacic announced the following events; the Gold Line Grand Opening celebration will be held on Saturday, March 5 from 11:00 a.m. to 3:00 p.m. at the Arcadia Transit Plaza; and the Mayor's Community Breakfast will be on Friday, April 1 at 7:30 a.m. at the FrontRunner Restaurant at Santa Anita Park with the speaker to be the "Rappin' Mathematician," Alex Kajitani.

MATTERS FROM PLANNING COMMISSIONERS

Nothing to report.

MATTERS FROM MODIFICATION COMMITTEE

Chairman Chiao reported that the Modification Committee meeting was canceled.

MATTERS FROM STAFF INCLUDING UPCOMING AGENDA ITEMS

Mr. Kasama reported that currently there are no Agenda items for the March 8 meeting, that the Arcadia Logistic Center item went to the City Council and was continued for two weeks at the request of the City of El Monte, and that Verizon has tentatively scheduled a community meeting for their proposed cell tower at the Church of the Transfiguration on March 8 and the earliest it will be brought back to the Planning Commission would be on March 22.

ADJOURNMENT

Chairman Chiao adjourned the meeting at 10:34 p.m. to Tuesday, March 8, 2016, at 7:00 p.m., in the City Council Chamber at 240 W. Huntington Dr., Arcadia.